NATIONAL BOARD OF ACCREDITATION

Compliance Report Format
(Diploma Engineering)

PART- A: Institutional Information
(to be filled only once for all the programs under consideration)

A1. Name and Address of the College:-
City:-   State:-

Pin Code:-

Phone No (including STD Code):-   Fax

Website:-   E-mail:-

A2. Year of Establishment:-

A3. First Approval Letter No.:   **Date:**

A4. Head of the Institution:-
Name:-   Designation:-

Nature of Appointment:-

Phone No:-   Mobile:-

E-mail:-   Fax No:-

A5. Name and Address of the Affiliating University:-
City:-

State:-   Pin Code:-

Website:-   E-mail:-

Phone No (Including STD Code):-   Fax:-

A6. Type of the Institution:

University   ☐

Deemed University   ☐

Autonomous   ☐

Affiliated   ☐

Any Other (Please Specify) ☐

A7. Ownership Status:

Central Government	☐	Trust	☐
State Government	☐	Society	☐
Government Aided	☐	Section 25 Company	☐
Self financing	☐	*Any Other (Please specify)	☐

*Provide Details:

A8. Other Academic Institutions of the Trust/Society/etc., if any:

Name of the Institution	Year of Establishment	Programs of Study	Location

Note: Add rows as required.

A9. Accreditation History

S.No.	Name of the Department	Name of the Program	Year of 1st Accreditation (if applicable)	Year of 2nd Accreditation (if applicable)	Year of 3rd Accreditation (if applicable)
1.					
N.					

A 10. Students Admissions (In First year at institute level)

For all diploma Programs

Item	CAY	CAYm1	CAYm2
Sanctioned intake			
Number of students admitted			
Total Admitted/Sanctioned Intake= % Admitted			
Average % Admitted			

CAY: Current Academic Year

CAYm1: Current Academic Year minus1= Current Assessment Year

CAYm1: Current Academic Year minus 2= Current Assessment Year minus1

Note: Academic year is typically July last year to June next year

A11. Student Admission details at Lateral Entry/Separate Division

Item	CAY	CAYm1	CAYm2
Number of students admitted through Lateral Entry			
Number of students admitted through Separate Division			
Total Number of students admitted in the second year			

Note: Provide student details of the second shift (if applicable)

A12.Total number of employees in the institution:

A. Regular Employees (Faculty and Staff):

Items		CAY		CAYm1		CAYm2	
		Min	Max	Min	Max	Min	Max
Faculty in Engineering & Technology	M						
	F						
Faculty in Sciences & Humanities	M						
	F						
Non-teaching staff	M						
	F						

B. Contractual Staff Employees (Faculty and Staff): (Not covered in Table A):

Items		CAY		CAYm1		CAYm2	
		Min	Max	Min	Max	Min	Max
Faculty in Engineering & Technology	M						
	F						
Faculty in Sciences & Humanities	M						
	F						
Non-teaching staff	M						
	F						

Note: Specify the reason if there is drop in number of faculty members during the specified academic years. Provide Faculty details of the second shift (if applicable)

All the faculty whether regular or contractual (except part-time or hourly based), will be considered. The contractual faculty appointed with any terminology whatsoever, who have taught for 2 consecutive semesters with or without break between the 2 semesters in corresponding academic year on full-time basis shall be considered for the purpose of calculation in the faculty student ratio. However, following will be ensured in case of contractual faculty:

1. *Shall have the AICTE prescribed qualifications and experience.*

2. *Shall be appointed on full time basis and worked for consecutive two semesters with or without break between the 2 semesters during the particular academic year under consideration.*

3. *Should have gone through an appropriate process of selection and the records of the same shall be made available to the visiting team during NBA visit*

A13. Provide separate Information for each of the program(s) for which compliance is to be submitted

Name of the program to be considered	Year of Start	Intake	Increase in intake, if any	Year of increase	AICTE Approval	Accreditation Status*

Write applicable one:

- Granted provisional accreditation for two /three years for the period(specify period)
- Granted accreditation for 5 / 6 years for the period (specify period)
- Not accredited (specify visit dates, year)
- Withdrawn (specify visit dates, year)
- Not eligible for accreditation
- Eligible but not applied

PART B- Program Information

B1. Name of the Program _____

B2. Faculty Information and Contributions

Please provide the list of faculty in the program according to the below format as Appendix separate for all the years under consideration.

Name of the Faculty Member	Qualification	University and Year of Graduation	Designation and date of Joining the institution	Distribution of Teaching Load (%)			Academic Research		Years of experience	Nature of Association (Regular/ Contract)	Date of leaving
				a	b	c	Research Paper Publications	Faculty Receiving M. Tech/ Ph.D. duringthe Assessment Year			
Total											

B.2.1. Student Faculty Ratio (No. of Faculty as per the sanctioned intake):-

S: F ratio = N/F; F = No. of faculty = (a + b) for every assessment year

a: Faculty of the specific program/ department considering fractional load

b: Faculty serving this program from other Program / department considering fractional load

c: Faculty of this program serving other program/ department considering fractional load

Note: Fractional load calculation

1. **Faculty taking physics course is having 50% of allocated load of first year civil engineering students, 25% load of first year mechanical engineering and 25% load of electrical engineering then the fractional load contribution will be 0.50 for civil engineering, 0.25 each for mechanical and electrical engineering.**
2. **Similarly, fractional load to be calculated for inter department/program work load distribution.**

Note: All the faculty whether regular or contractual (except part-time or hourly based), will be considered. The contractual faculty appointed with any terminology whatsoever, who have taught for 2 consecutive semesters with or without break between the 2 semesters in corresponding academic year on full-time basis shall be considered for the purpose of calculation in the faculty student ratio. However, following will be ensured in case of contractual faculty:

1. *Shall have the AICTE prescribed qualifications and experience.*
2. *Shall be appointed on full time basis and worked for consecutive two semesters with or*

3. *Should have gone through an appropriate process of selection and the records of the same shall be made available to the visiting team during NBA visit.*

N=No. of students = Sanctioned Intake + Actually admitted lateral entry students

Year	N	F	SFR=N/F
CAY			
CAYm*1*			
CAYm2			
Average SFR			

B2.2 Faculty Qualification Index

FQ = 2.0* (10x +7y)/F where x is no. of faculty with M.Tech. (in case of humanities and science M.Phil./Ph.D.) and y is no. of faculty with B.Tech. (In case of humanities and science MA/M.sc), F is no. of faculty required to comply 1:25 Faculty Student Ratio.

Years	X	Y	F	FQ=2.0* (10x +7y)/F
CAY				
CAYm1				
CAYm2				
Average Assessment				

B2.3. Faculty Retention

No. of regular faculty members in   CAYm1=   CAY=

Item (% of faculty retained during the period of assessment keeping CAYm2 as base year)	Marks
>= 90% of required Faculties retained averaged over the period of assessment keeping CAYm2 as base year	20
>= 75% of required Faculties retained averaged over the period of assessment keeping CAYm2 as base year	15
>= 60% of required Faculties retained averaged over the period of assessment keeping CAYm2 as base year	10
>= 50% of required Faculties retained averaged over the period of assessment keeping CAYm2 as base year	5
<50% of required Faculties retained averaged over the period of assessment keeping CAYm2 as base year	0

B2.4. Faculty as participants in Faculty development/training activities/STTPs

Name of the Faculty	Details of the participation (Faculty development/trainingactivities/STTPs)		
	CAY	CAYm1	CAYm2

B.2.4.a Organized/ Conducted FDPs and STTP by this department at State / National Level

- Minimum 2 days program

B.3. Students' Performance

B3.1. Intake Information

Item	CAY	CAYm1	CAYm2	CAYm3	CAYm4	CAYm5
Sanctioned intake strength of the program (N)						
Total number of students, admitted through state level counseling(N1)						
Number of students, admitted through Institute level quota (N2)						
Number of students, admitted through lateral entry ($N3$)						
Total number of students admitted in the Program (N1 + N2 + $N3$)						

CAY – Current Academic Year

CAYm1- Current Academic Year minus1= Current Assessment Year

CAYm2 - Current Academic Year minus2=Current Assessment Year minus 1

CAYm3 - Current Academic Year minus3=Current Assessment Year minus 2

CAYm4 - Current Academic Year minus4=Current Assessment Year minus 3

CAYm5 - Current Academic Year minus5=Current Assessment Year minus 4

B3.2. Academic Performance Table

B3.2.a. Success rate without backlogs in any year of study

Year of entry	N1 + N2 + N3 (As defined above)	Number of students who have successfully graduated **without backlogs** in any semester/year of study (Without Backlog means no compartment or failures in any semester/year of study)		
		I Year	II Year	III Year
CAY				
CAYm1				
CAYm2 (LYG)				
CAYm3 (LYGm1)				
CAYm4 (LYGm2)				

B3.2.b. Success rate with backlog in stipulated period of study

Year of entry	N1 + N2 + N3 (As defined above)	Number of students who have successfully graduated (Students with backlog in stipulated period of study)		
		I Year	II Year	III Year
CAY				
CAYm1				
CAYm2 (LYG)				
CAYm3 (LYGm1)				
CAYm4 (LYGm2)				

B3.3. First Year Academic Performance

*Academic Performance Level = 2.5 * Average API*
API = ((Mean of 1st Year Grade Point Average of all successful Students on a 10 point scale) or (Mean of the percentage of marks of all successful students in First Year/ 10)) x (successful students/number of students appeared in the examination).

Successful students are those who are permitted to proceed to the second year

Academic Performance	CAYm1	CAY*m*2	CAY*m*3
Mean of CGPA or Mean Percentage of all successful students (X)			
Total no. of successful students (Y)			
Total no. of students appeared in the examination (Z)			
API = X* (Y/Z)	AP1	AP2	AP3
Average API = (AP1 + AP2 + AP3)/3			

B3.4. Academic Performance in Second Year

*Academic Performance Level = 2.0 * Average API*
API = ((Mean of 2nd Year Grade Point Average of all successful Students on a 10 point scale) or (Mean of the percentage of marks of all successful students in Second Year/ 10)) x (successful students/number of students appeared in the examination)

Successful students are those who are permitted to proceed to the final year

Academic Performance	CAYm1	CAY*m*2	CAY*m*3
Mean of CGPA or Mean Percentage of all successful students (X)			
Total no. of successful students (Y)			
Total no. of students appeared in the examination (Z)			
API = x* (Y/Z)	AP1	AP2	AP3
Average API = (AP1 + AP2 + AP3)/3			

B3.5. Academic Performance in Final Year

*Academic Performance Level =1.5 * Average API (Academic Performance Index)*

API = (Mean of Final Year Grade Point Average of all successful Students on a 10 point scale) or (Mean of the percentage of marks of all successful students in Final Year/10) x (successful students/number of students appeared in the examination)

Successful students are those who passed in all the final year courses

Academic Performance	CAYm1	CAY*m*2	CAY*m*3
Mean of CGPA or Mean Percentage of all successful students (X)			
Total no. of successful students (Y)			
Total no. of students appeared in the examination (Z)			
API = x* (Y/Z)	AP1	AP2	AP3
Average API = (AP1 + AP2 + AP3)/3			

B3.6.Placement, Higher Studies and Entrepreneurship

Assessment Points = 40 X Average placement

Item	Last Year Graduate, (LYG)	Last Year Graduate Minus 1 Batch, (LYGm1)	Last Year Graduate Minus 2 Batch, (LYGm2)
Total No. of Final Year Students (N)			
No. of students placed in companies or Government Sector (X)			
No. of students admitted to higher studies (Y)			

No. of students turned entrepreneur in the respective field of engineering/technology (Z)			
1.25X + Y +Z			
Placement Index (P) : (1.25X + Y +Z)/N	**P1**	**P2**	**P3**
Average placement= (P1 + P2 + P3)/3			

C. Criterion wise Compliance Status

S.N.	Criteria	Observations made by NBA (During the last accreditation visit)	Compliance Status (Action taken by the institution)
1	**Vision, Mission & PEOs**		
1.1.	Formulation of Vision and Mission		
1.2.	Formulation of Program Educational Objectives		
1.3.	Dissemination		
1.4	Process for defining the Vision and Mission of the Department, and PEOs of the program		
1.5	Consistency of PEOs with Mission of the Department		
Any other observations of the NBA			
2	**Program Curriculum and Teaching –Learning Processes**		
2.1.	Program Curriculum		
2.2.	Teaching Learning Process		
Any other observations of the NBA			
3.	**Course Outcomes and Program Outcomes**		
3.1.	Establishment of correlation between the courses and the POs & PSOs		
3.2.	Attainment of Course Outcomes		
3.3.	Attainment of Program Outcomes & Program Specific Outcomes		
…..			

	Details of the Action taken on the Observation of NBA during last visit:

Declaration

It is hereby declared that information provided in this Compliance Report is factually correct. I understand and agree that an appropriate action against the Institute will be initiated by the NBA (which may include debarring the institution for three years), in case any false statement/information is observed during the assessment of the compliance report.

Date:

Place:

Signature & Name

Head of the Institution with seal