<u>Annexure I</u>

COMPETENT AUTHORITY to issue No Objection Certificate to Minority Educational Institutions Govt.of Kerala

Directorate of Minority Welfare 4th Floor, Vikas Bhavan, Thiruvananthapuram

APPLICATION FOR NO-OBJECTION CERTIFICATE

to MINORITY EDUCATIONAL INSTITUTIONS

APPLICABLE (w.e.f.09.01.2020)

1. (a) Institution run by:- (Tick the appropriate)

- Individual
- Trust
- Society

Institutions administered by a Trust/Society are required to furnish the unique ID provided by NGO Darpan (portal Url: http://ngo.india.gov.in). The details given in the form should match with the corresponding details of NGO Darpan. (Not applicable for the institution run by an individual).

(b) Name and address of the institution

(c) The year of its establishment.

(d) Name along with the complete postal address of the Trust/Society (The address should match with the corresponding details provided by the Trust / Society on the NGO Darpan). (attach copy of the details uploaded in NGO Darpan)

(e)) Details of the Individual/President or Secretary of the Trust/ Society

:

o Name

- Postal address (with PIN Code) :
- Contact Number(Land & Mobile) :
- e-mail ID :
- (f) Name and addresses of the founding Members/ Mutwallis/ Trustees and their religion.

(g) Names and Addresses of the present Trustees/ Mutwallis/ Members of the Governing Body and their religion.

2. Whether the applicant institution has been established and administered by Religious minority. Proof of religion to be attached (Tick the appropriate)

Muslim	Christian	Sikh	Jain	Buddhist	Parsi

- 3. Whether the applicant institution has applied to authority established by the Central Govt. Or State Govt. as per the provision contained in the National Commission for Minorities Act, 1992 (19 of 1992) for grant of Minority Status Certificate /No Objection Certificate? If so, furnish the status of the application. (Tick the appropriate)
 - Whether No Objection Certificate application is pending before the State Authority.(If yes, furnish the details)
 - Whether Minority Status Certificate application is pending before the State Authority.
 - Whether Minority Status Certificate application has been rejected (If yes, then the applicant has to apply under Section 12B of NCMEI Act, 2004 and as per National Commission for Minority Educational Institutions (Procedure for Appeal) Rules, 2006).
 - Whether Minority Status Certificate/ No Objection Certificate has been granted (if already granted, state the reasons for fresh application)
- 4. Whether applied to the State Competent Authority for grant of No Objection Certificate under Section-10 of National Commission for Minority Educational Institutions Act, 2004 .

If yes, provide the following information: (Copy of the application or NOC is also required to be attached)

- a. Date of applicationb. Acknowledgement / Proof of Service
- c. Status of the application: (Tick the appropriate) :

(i) Application pending

Whether reminder(s) have been sent to the competent authority, if yes, provide the dates, copy of the reminder(s) and replies received, if any, in this regard is also required to be attached

(ii) NOC granted by State Government

(iii) Application for NOC rejected (If yes, the applicant has opportunity to resubmit the application as per the direction given by the SCA within 15 days.

5. Whether the applicant institution has ever applied to the NCMEI for grant of Minority Status Certificate?

Yes /No

If Yes, furnish reference number. (Copy of the final order of the Commission is required to be attached)

(i) Whether the minority status of the applicant institution has been withdrawn/ cancelled by the authority at any time?

Yes /No

If Yes, provide the details.

(ii) Whether the name of the institution or its ownership has changed since its inception

Yes /No

if Yes, furnish the details.

(iii) Whether any judicial forum including Hon'ble Supreme Court or Hon'ble High Court has been approached for grant of minority status?

Yes /No

If Yes, furnish details including present status.

- 6. Details pertaining to the Institution Level of Education: - (Tick the appropriate)
 - Primary
 - Secondary
 - Higher Secondary

- ITI/ Polytechnic /Paramedical
- Higher Education
 - General Degree,
 - Professional /Technical Degree : Engineering/Medical/Finance

/Management/ Law/ any other

(Specify the name of the course with stream if applicable)

• Madrassa

Numbers of existing teachers/ faculties from minority communities for last three academic years, where applicable (year wise report needed)

(a) Educational Institutions (College/school) - Teaching Staff

						N	umbe	er of	tea	cher	s/fa	cult	ies in	the	aca	adem	ic y	ear	•••••					Tota 1	Grand Total
Teaching Staff	Year]	Musli	m	0	Chris	stian		Sik	h		Jai	n	B	uddl	nist	I	Pars	ee		Ot	thers		a to f	a to g
~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~			а			b			с			d			e			f				g			
		F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	SC	ST	OBC	G		
Head of the Institution (Principal/ HM/Direc tor/Chair Person)																									
Professor Associate Professor																									
Assistant Professor																									
Lecturer																									
Teacher																									
Librarian																									
Assistant Librarian																									
Total																									

						N	umbe	er of	tea	chers	s/fa	culti	les in	the	ac	adem	ic y	ear	•••••	•••				Tota 1	Grand Total
Teaching Staff	Year]	Musli	im	C	hris	stian		Sik	h		Jaiı	1	В	udd	hist]	Pars	ee		Ot	hers		a to f	a to g
built			а			b			с			d			e			f				g			
		F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	SC	ST	OBC	G		
Head of the Institution (Principal/ HM/Direc tor/Chair																									
Person)																									
Professor																									
Associate Professor																									

Assistant Professor													
Lecturer													
Teacher													
Librarian													
Assistant													
Librarian													
Total													

F-Female, M-Male, TG- Trans Gender, SC-Scheduled Caste, ST- Scheduled Tribe, OBC- Other Backward Community, G-General

						N	umbe	er of	tea	cher	s/fa	culti	ies in	the	ac	adem	ic y	ear	•••••					Tota 1	Grand Total
Teaching Staff	Year	1	Muslim Christian					Sik	h		Jair	n	B	uddl	hist	I	Pars	ee		Ot	hers		a to f	a to g	
			а			b			с			d			e			f				g			
		F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	SC	ST	OBC	G		
Head of the Institution (Principal/ HM/Direc tor/Chair Person) Professor																									
Associate Professor																									
Assistant Professor																									
Lecturer																									
Teacher																									
Librarian																									
Assistant Librarian																									
Total																									

F-Female, M-Male, TG- Trans Gender, SC-Scheduled Caste, ST- Scheduled Tribe, OBC- Other Backward Community, G-General * Percentage of minority teaching staff (Male Female)

(all together and that of the particular community established and administrating the institution)

(b) Educational Institutions (College/school)- Non Teaching Staff

					N	lumb	er o	f N	on te	ach	ing	staff	in ac	cad	emic	yea	r						Tota 1	Grand Total
Non Teaching	Muslim Christian						Sik	h		Jaiı	1	B	uddl	hist]	Pars	ee		Ot	hers		a to f	a to g	
Staffs		a			b			с			d			e			f				g			
	F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	SC	ST	OBC	G		
Superinte ndent																								
U.D.Clerk																								
L.D.Clerk																								
Computer Assistant																								
Steno																								
Peon/Offi																								
ce																								

Attendant s												
Library assistants												
Lab Assistant												
Technical Staff												
Driver												
Others												
Total												

F-Female	e, M	-Male	e, TG-	Tra	ns G	ender,	SC-S	Sche	duled	Cast	e, ST	- Schee	luled	Tril	oe, OB	C- Of	her	Backw	ard C	ommu	inity, G	-Gene	eral	
					N	lumb	er o	f N	on te	ach	ing	staff	in ac	cad	emic	year	r						Tota 1	Grand Total
Non Teaching		Musl	im	C	hris	tian		Sik	h		Jai	n	В	uddl	hist	I	Parse	ee		Ot	hers		a to f	a to g
Staffs		а			b			с			d			e			f				g			
	F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	SC	ST	OBC	G		
Superinte																								
ndent																								
U.D.Clerk																								
L.D.Clerk																								
Computer																								
Assistant																								
Steno																								
Peon/Offi																								
ce																								
Attendant																								
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Library																								
assistants																								
Lab																								
Assistant																								
Technical																								
Staff				<u> </u>						<u> </u>														L
Driver																								
Others																								
Total																								

					N	lumb	er o	f N	on te	ach	ing	staff	in ac	cad	emic	yea	r						Tota 1	Grand Total
Non Teaching		Musl	im	C	hris	tian		Sik	h		Jai	n	B	udd	hist]	Pars	ee		Ot	hers		a to f	a to g
Staffs		a			b			с			d			e			f				g			
	F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	SC	ST	OBC	G		
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ndent																								
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Computer																								
Assistant																								
Steno																								
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ce																								
Attendant																								
s																								
Library																								

assistants												
Lab Assistant												
Technical Staff												
Driver												
Others												
Total												

(all together and that of the particular community established and administrating the institution)

(c) Details of Students

Year	Course						Nı	ımbo	er o	of stu	den	ts in	the	acad	len	nic ye	ear	••••						Tota 1	Gran d Tota l
		N	Ausli	m	C	hris	tian		Sik	h		Jair	1	B	udd	hist]	Pars	ee		Ot	hers		a to f	a to g
			а			b			с			d			e			f				g			
		F	М	TG	F	Μ	TG	F	М	TG	F	М	TG	F	М	TG	F	Μ	TG	SC	ST	OBC	G		
	Total																								

Year	Course						Nı	ımb	er o	of stu	den	ts in	the	acad	len	nic ye	ear							Tota 1	Gran d Tota 1
		ľ	Musli	m	C	hris	tian		Sikl	h		Jaiı	1	B	udd	hist]	Parse	ee		Ot	hers		a to f	a to g
			а			b			с			d			e			f				g			
		F	М	TG	F	М	TG	F	Μ	TG	F	М	TG	F	Μ	TG	F	Μ	TG	SC	ST	OBC	G		
														l			l						l		
	Total																					1			1

F-Female, M-Male, TG- Trans Gender, SC-Scheduled Caste, ST- Scheduled Tribe, OBC- Other Backward Community, G-General

Year	Course						Nu	ımb	er o	f stu	den	ts in	the	acad	len	nic ye	ear					Tota 1	Gran d Tota 1
		N	Muslim Christian Sikh Jain Buddhist Parsee Others																a to f	a to g			
			а			b			с			d			e			f		g			
		F	F M TG SC ST OBC G														G						

Γ													
	Total												

(all together and that of the particular community established and administrating the institution)

(d) Madrassa

		N	umb	er o	of te	eache	rs, s	tud	ents	and	d sup	port	ing s	staf	f in t	he a	icac	lemic	e year	f			Tota 1	Grand Total
	N	Musli	m	-		tian ny)		Siki if ar			Jaiı (if ar			uddl i f ar	hist 1y)		Parso if an				hers any)		a to f	a to g
	a F M TG				b			с			d			e			f				g			
	F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	Μ	TG	SC	ST	OBC	G		
Teachers																								
students																								
Supporti ng staff if any																								
Total				<u> </u>																				

F-Female, M-Male, TG- Trans Gender, SC-Scheduled Caste, ST- Scheduled Tribe, OBC- Other Backward Community, G-General

		N	lumb	er o	of te	eache	ers, s	tud	ents	and	d suj	pport	ing s	staf	f in t	he a	icad	lemic	e year	f			Tota 1	Grand Total
	Muslim			-		tian ny)	(i	Sik if ar			Jaiı (if aı			Buddhist (if any)		Parsee (if any)					hers any)		a to f	a to g
		а			b			с		d				e			f				g			
	F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	F	М	TG	SC	ST	OBC	G		
Teachers																								
students																								
Supporti ng staff if any																								
Total																								

Numb	er of teache	ers, students	and support	ing staff in t	he academic	e year	Tota 1	Grand Total
Muslim	Christian (if any)	Sikh (if any)	Jain (if any)	Buddhist (if any)	Parsee (if any)	Others (if any)	a to f	a to g
а	b	с	d	е	f	g	1	
F M TG	F M TG	F M TG	F M TG	F M TG	F M TG	SC ST OBC G		

Teachers												
students												
Supporti ng staff if any												
Total												

F-Female, M-Male, TG- Trans Gender, SC-Scheduled Caste, ST- Scheduled Tribe, OBC- Other Backward Community, G-General

* Percentage of teachers, students & supporting staff from communities other than Minority Communities, if any.....

(Male.....)

- 7. (i) Whether the Trust/ Society of the applicant institution is registered under the Indian Registration Act/Societies Registration Act.
- 7 (ii) Trust/ Society are required to attach:
 - Copy of registration certificate
 - o Copy of MOA / Trust Deed
 - Copy of amended MOA / Trust Deed (if any) with number of amendments & date of amendments, copies of each amendments is needed)
- 7 (iii) Individual is required to attach
 - Identity proof
 - Residence proof
 - ITR for last three years(if applicable)
 - Documentary evidence (title or possession) of the institution
- 8. Details of affiliation either to the Central/ State Board or any Govt. Recognized Board or University or UGC or Madrassa Boards (Copy of affiliation to be attached)
 - Date of affiliation
 - Valid Upto
- 9. Details of Recognition by the Regulatory Body (Applicable for technical & professional Institute, copy of recognition to be attached)
 - Name of the Regulatory Body
 - Recognition Valid Upto
- 10. Whether the institution has ever been de-recognised by the respective affiliating / regulatory body?
- 11. Whether the institution is aided / un-aided/ autonomous (attach copy of certificate to prove the status)

DECLARATION

I ______ Chairman/President/Secretary on behalf of the ______ Trust/Society, hereby declare that particulars furnished above are true to the best of my knowledge and belief, and that, if any detail is found on verification/ inspection to be false, the Competent Authority shall have the authority to not to issue the No Objection Certificate.

Chairman/ President / Secretary (for and on behalf of the Institution)

Place

Date

Note:-

- 1. Two sets of duly filled application with self addressed envelope is needed.
- 2. Necessary documents to prove every claim has to be attached.

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Acknowledgement

It is hereby certified that(name of

applicant & address) has submitted an application for No Objection Certificate for

Minority Education Institution on

Name: Signature of concerned authority with seal and date