



TELANGANA STATE COUNCIL OF HIGHER EDUCATION
Opp. Mahavir Hospital, Mahavir Marg, Masabtank, Hyderabad - 500 028

Guidelines for Conversion of UG/PG Courses and change of Medium in existing affiliated Private (Aided / Unaided) Degree Colleges for the academic year 2024 –2025

- Applications are invited from the existing affiliated Private Aided / Un-Aided Degree Colleges for Conversion of UG / PG courses and Change of Medium and Skill Sector Courses (Listed in Annexure-I) during the academic year 2024-25.
 - (i) Conversion of UG/PG Courses in the existing Private Aided/Un-Aided Degree Colleges and Skill Sector Courses given in **Annexure-I**.
 - (ii) Change of Medium in the existing UG Courses
 - (iii) Change of Subject in the existing Combination of the UG Courses
 - (iv) Conversion of existing Courses is considered where the existing physical facilities are sufficient for the proposed courses.
 - (v) Withdrawal of existing UG / PG Courses / Combinations / Sections
 - (vi) Application & processing fee for Conversion of UG Courses –
One Course : Rs.30,000/- Two or Three Courses : Rs.50,000/-
 - (vii) Application & processing fee for conversion of PG Course–Rs.50,000/- for each course
 - (viii) The Payment of processing fee paid through NEFT only. Online OR Transfer of payments will not be considered.
 - (ix) NEFT Transaction ID (reference) number of payment voucher should be mentioned in the prescribed column of the application. Otherwise the proposal will not be considered.
 - (x) Applications received after last date will not be considered

LIST OF ENCLOSURES

The proposals without the following enclosures will not be considered and summarily be rejected.

- a) Original receipt of Bank remittance of Rs. _____
(Paid in the name of The Secretary, TSCHE in Savings Bank(SB) Account No: 62454566171, IFSC Code SBIN0020070 (Transaction Ref. No. & Name and address of the college shall reflect on Original NEFT Voucher)
- b) Copy of the permission orders issued by the Government / University / TSCHE for the sanction of Degree College / UG / PG Courses
- c) Latest affiliation order for the existing courses from the concerned University (2023-24)
- d) Additional Accommodation for extra Labs if any
- e) Copy of the registered sale deed(or)gift deed of land documents along with latest EC
- f) Copy of the registered Own / Lease deed of the Building by the Society for the Degree College along with latest EC
- g) Other relevant documents as mentioned in application form.

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