

DEPARTMENT OF TECHNICAL EDUCATION

From
The Commissioner of Technical Education,
Directorate of Technical Education,
Guindy, Chennai – 600 025.

To
The Principals of All Engineering Colleges
in Tamil Nadu.

Letter No. 17845 / TAC / 2013, dated: 09.05.2013

Sir,

Sub: Technical Education — Collection of Excess fee over and above the Government Prescribed Fee Norms – Circular to All Engineering Colleges – Regarding.

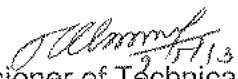
Ref: THE TAMIL NADU EDUCATIONAL INSTITUTIONS (PROHIBITION OF COLLECTION OF CAPITATION FEE) ACT, 1992, Act No.57 of 1992.

An act to prohibit the collection of Capital fee for admission to educational institutions in the State of Tamil Nadu and to provide for matter relating thereto. Whereas the practice of collecting capitation fee for admitting students into educational institutions is undesirable. And whereas this undesirable practice, besides contributing to large scale commercialization of education, has not been conducive to the maintenance of educational standards.

And whereas it is considered necessary to effectively curb this undesirable practice, by prohibiting the collection of capitation fee and to provide for matters relating thereto. Be it enacted by the Legislative Assembly of the State of Tamil Nadu in the Forty Third Year of the Republic of India, is mentioned in THE TAMIL NADU EDUCATIONAL INSTITUTIONS (PROHIBITION OF COLLECTION OF CAPITATION FEE) ACT, 1992, Act No.57 of 1992.

In this regard, the copy of THE TAMIL NADU EDUCATIONAL INSTITUTIONS (PROHIBITION OF COLLECTION OF CAPITATION FEE) ACT, 1992, Act No.57 of 1992, is enclosed herewith for your reference and you are requested to follow the norms scrupulously.

Encl: Copy of THE TAMIL NADU EDUCATIONAL INSTITUTIONS (PROHIBITION OF COLLECTION OF CAPITATION FEE) ACT, 1992, Act No.57 of 1992.


for Commissioner of Technical Education

**THE TAMIL NADU EDUCATIONAL INSTITUTIONS
(PROHIBITION OF COLLECTION OF CAPITATION
FEE) ACT, 1992**

Act No.57 of 1992

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Tamil Nadu Government Gazette, Extraordinary, Issue No. 626, Madras,
Wednesday, October 28, 1992, Aippiasi 12, Aangeerasa,
Thiruvalluvar Aandu-2023

The following Act of the Tamil Nadu Legislative Assembly received the assent of the President on the 27th October 1992 and is hereby published for general information : —

An Act to prohibit the collection of capital fee for admission to educational institutions in the State of Tamil Nadu and to provide for matter relating thereto.

WHEREAS the practice of collecting capitation fee for admitting students into educational institutions is widespread in the State

AND WHEREAS this undesirable practice, besides contributing to large scale commercialisation of education, has not been conducive to the maintenance of educational standards:

AND WHEREAS it is considered necessary to effectively curb this undesirable practice, in public interest, by prohibiting the collection of capitation fee and to provide for matters relating thereto:

BE it enacted by the Legislative Assembly of the State of Tamil Nadu in the Forty third Year of the Republic of India as follows:

1. Short title, extent and commencement. — (1) This Act may be called the Tamil Nadu Educational Institutions (Prohibition of Collection of Capitation Fee) Act, 1992.

(2) It extends to the whole of the State of Tamil Nadu.

(3) It shall be deemed to have come into force on the 20th day of August 1992.

2. Definitions. In this Act, unless the context otherwise requires

(a) "capitation fee" means any amount, by whatever name called, paid or collected directly or indirectly in excess of the fee prescribed under section 4;

(b) "educational institution" means any institution, by whatever name called; whether managed by any person, private body, local authority, trust or University, Carrying on the activity of imparting education leading to a degree or Diploma (including; a degree or diploma in law, medicine or engineering) conferred by any University established under any law made by the Legislature of the State of Tamil Nadu and any other educational institution or class or classes of educational institution (other than any educational institution established by the Central Government or under any law made by Parliament) as the Government may, by notification, specify;

(c) "Government" means the State Government;

(d) "management" includes the managing committee or any person, body of persons, committee or any other governing body, by whatever name called, in whom the power to manage or administer the affairs of an educational institution is vested;

Provided that the Board of Trustees or governing body of a Wakf Board, by whatever name called, constituted or appointed under any law for the time being in force relating to the charitable and religious institutions and endowments and wakfs shall be deemed to be a management for the purposes of this Act;

(e) "minority educational institution" means an educational institution of its choice established and administered by any minority, whether based on religion or language, as has the right to do so under clause (1) of Article 30 of the Constitution.

3. Prohibition of collection of capitation fee. — Notwithstanding anything contained in any law for the time being in force, or in any judgement, decree or order of any Court or other authority, no capitation fee shall be collected,-

(a) by any person who is in charge of, or is responsible for, the management of any educational institution; or

(b) by any other person either for himself or on behalf of any such educational institution or on behalf of any such management of any educational institution.

4. Regulation of fee, etc — (1) Notwithstanding anything contained in any other law for the time being in force, the Government may, by notification, regulate tuition fee or any other fee or deposit that may be received or collected by any educational institution or class or classes of such educational institutions in respect of any or all class or classes of students :

Provided that before issuing a notification under this sub-section, the draft of which shall be published in the Tamil Nadu Government Gazette stating that any objection or suggestion which may be received by the Government, within such period as may be specified therein, shall be considered by them.

(2) No educational institution shall receive or collect any fee or accept deposit in excess of the amount notified under sub-section (1).

(3) Every educational institution shall issue an official receipt for the fee or deposit received or collected by it.

5. **Regulation of accounts.**— Government may regulate the maintenance of accounts by the educational institutions in such manner as may be prescribed.

6. **Submission of returns.**— The Government may require the educational institutions to submit such returns or statements in such form and in such manner as may be prescribed for carrying out the purposes of this Act.

7. **Penalties.** — (1) Whoever contravenes the provisions of this Act or the rule made thereunder shall, on conviction be punishable with imprisonment for a term which shall not be less than three years but which may extend to seven years and with fine which may extend to five thousand rupees.

Provided that the court may, for any adequate and special reason to be mentioned in the judgment, impose a sentence of imprisonment for a term of less than three years

(2) Where the conviction is for an offence under Section 3 or under section 4, the educational institution or the person convicted thereunder shall refund to the person from whom—

(a) the capitation fee was collected in contravention of section 3, such capitation fee;

(b) the fee or deposit was received or collected in excess of the amount payable under section 4, such excess amount.

8. **Offences by companies.** — (1) Where an offence against any of the provisions of this Act or any rule made thereunder has been committed by a company, every person who, at the time the offence was committed, was in charge of, and was responsible to, the company for the conduct of the business of the company, as well as the company, shall be deemed to be guilty of the offence and shall be liable to be proceeded against and punished accordingly

Provided that nothing contained in this sub-section shall render any such person liable to any punishment, if he proves that the offence was committed without his knowledge or that he has exercised all due diligence to prevent the commission of such offence.

(2) Notwithstanding anything contained in sub-section (1), where any such offence has been committed by a company and it is proved that the offence has been committed with the consent or connivance of, or is attributable to any neglect on the part of any director, manager, secretary or other officer of the company, such director, manager, secretary or other officer shall be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.

Explanation. — For the purposes of this section —

(a) 'company' means any body corporate and includes a trust, a firm, a society or other association of individuals, and

(b) 'director' in relation to-

(i) a firm, means a partner in the firm;

(ii) a society, a trust or other association of individuals, means the person who is entrusted under the rules of the society, trust or other association with the management of the affairs of the society, trust or other association, as the case may be.

9. Power to enter and inspect. — (1) Any officer authorised by the Government in this behalf may, at any time, during the normal working hours of any educational institution, enter such educational institution or any premises thereof or any premises belonging to the management of such educational institution if he has reason to believe that there is or has been any contravention of the provisions of this Act or the rules made there under and search and inspect any record, accounts, register or other document belonging to such educational institution or of the management, in so far as any such record, accounts, register or other document relates to such educational institution and seize any such record, accounts, register or other document for the purpose of ascertaining whether there is or has been any such contravention.

(2) In order to secure proper and effective utilisation of the finances or resources or other assets of any educational institution in existence on the date of the commencement of this Act, it shall be competent for the Government to invoke the provisions of sub-section (1) and ascertain such finances, resources and assets of such educational institution and after such ascertainment to give such directions to the management as they deem fit.

(3) The provisions of the Code of Criminal Procedure, 1973, (Central Act 2 of 1974), relating to search and seizure shall apply, so far as may be, to search and seizure under sub-section (1).

10. Application of this Act to minority educational institutions —

Nothing contained in this Act or the rules made thereunder shall apply to any minority educational institution to the extent to which they are inconsistent with the rights guaranteed under Article 30 of the Constitution.

11. Cognizance of offences. — No court shall take cognizance of any offence under this Act except with the sanction of the Government or such officer as the Government may authorise in this behalf.

12. Act to override other laws. — The provisions of this Act shall have effect notwithstanding anything inconsistent therewith contained in any other law for the time being in force.

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13. Protection of action taken in good faith. — No suit, prosecution or other legal proceeding shall be instituted against the Government or any officer, authority or person empowered to exercise the powers or perform the functions by or under this Act for anything which is in good faith or intended to be done under this Act or under the rules made thereunder.

14. Power to make rules. — (1) The Government may make rules for carrying out all or any of the purposes of this Act.

(2) Every rule made under this Act shall, as soon as possible after it is made, be placed on the Table of the Legislative Assembly and if, before the expiry of this session in which it is so placed or the next session, the Assembly makes any modification in any Such rule, or the Assembly decides that the rule should not be made, the rule shall there-later have effect only in such modified form or be of no effect, as the case may be, so, however that any such modification or annulment shall be without prejudice to the, validity of anything previously done under that rule.

Meaning?

15. Repeal and saving. — (1) The Tamil Nadu Educational Institutions (Prohibition of Collection of Capitation Fee) Ordinance, 1992 (Tamil Nadu Ordinance 10 of 1992) is hereby repealed.

(2) Notwithstanding such repeal, anything done or any action taken under the laid Ordinance shall be deemed to have been done or taken under the corresponding Provisions of this Act.

NOTIFICATIONS BY GOVERNMENT HIGHER EDUCATION DEPARTMENT

CONFIRMATION REGARDING REGULATION OF TUITION FEES IN UNAIDED (SELF-FINANCING) ENGINEERING COLLEGES UNDER TAMIL NADU EDUCATIONAL INSTITUTIONS (PROHIBITION OF COLLECTION OF CAPITATION FEE) ACT.

(G.O. Ms. No. 432, Higher Education (II) 12th August 1997).

No. II (2)/HE/1571 (d)/97.

In exercise of the powers conferred by sub-section (i) of section 4 of the Tamil Nadu Educational Institutions (Prohibition of Collection of Capitation Fee) Act, 1992 (Tamil Nadu Act 57 of 1992), the Governor of Tamil Nadu hereby regulates the tuition fees that may be received or collected in the unaided (self-financing) engineering colleges, managed by the educational institutions specified in column (2) of the table below, in respect of First Year B.E./B.Tech./B.Arch. Courses students from the academic year 1997-98 onwards, as specified in the corresponding entries in column (3) of the said table.

TABLE

Serial number	Educational institutions	Tuition fees to be received or collected from First Year B.E./B.Tech./B.Arch. Courses students
(1)	(2)	(3)

	Engineering colleges managed by the	
1	Unaided (Self-financing) engineering colleges (50 per cent seats) (FREE SEAT category)	Rs.9000 per annum
2	Unaided (Self-financing) engineering colleges (50 per cent seats) (FREE SEAT category) (PAYMENT SEAT CATEGORY)	Rs.34000 per annum

NOTIFICATIONS BY GOVERNMENT

HIGHER EDUCATION DEPARTMENT

REVISION OF TUITION FEES FOR PART-TIME DIPLOMA, POST-DIPLOMA AND CERTIFICATE COURSES IN GOVERNMENT AND GOVERNMENT AIDED POLYTECHNICS.

(G.O. Ms. No. 518, Higher Education (J-2) 3rd October 1997).

No.II (2)/HE/1965(d)/97.

In exercise of the powers conferred by sub-section (1) of section 4 of the Tami Nadu Educational Institutions (Prohibition of Collection of Capitation Fee) Act, 1992 (Tamil Nadu Act 57 of 1992), the Governor of Tami Nadu hereby regulates the tuition fees, that may be received or collected in polytechnics specified as educational institutions in Higher Education Department Notification No.II (2)/HE/1617 (g)/97, published at pages 1 and 2 in Part II-Section 2 of the Tamil Nadu *Government Gazette* Extraordinary, dated the 26th August 1997 as specified in column (5) of the table below, in respect of the course specified in the corresponding entries in column (2) thereof :-

Type of Institution	Name of the Course	Year I,II,III and IV	Existing tuition Fee	Proposed Tuition Fee
(1)	(2)	(3)	(4)	(5)
Government/ Government Aided	(1) Part-time Diploma	I Year	Rs.400 per annum	Rs.2,600 per annum (from 1997-98)
		II Year	Rs.400 per annum	Rs.2,600 per annum (from 2nd year of study) (from 1998-99)

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Manual of Tamil Nadu Acts and Rules

Type of Institution	Name of the Course	Year I,II,III and IV	Existing tuition Fee	Proposed Tuition Fee
(1)	(2)	(3)	(4)	(5)
		III Yr.	Rs.400 per annum	Rs.2,600 per annum (from 3rd year of study) (from 1999-2000)
		IV Yr.	Rs.400 per annum	Rs.2,600 per annum (from 4th year of study) (from 2000-2001)
Government/ Government Aided	(2) Post Diploma	(a) One year course	Rs.180 per annum	Rs.1,200 per annum (from 1997-98)
		(b) One and a half year course (Three Semesters)	Rs.180 per annum	Rs.600 per Semester (from 1997-98)
		(c) Certificate (One year) course.		Rs.600 for III Semester of study. (from 1998-99) Rs.180 per annum (from 1997-98)

NOTIFICATIONS BY GOVERNMENT**HIGHER EDUCATION DEPARTMENT**

REGULATION REGARDING COLLECTION OF TUITION FEES, INCLUDING SPECIAL FEES AND DEVELOPMENT FEES IN UNAIDED SELF FINANCING ENGINEERING COLLEGES FROM THE YEAR 1999 - 2000 ONWARDS.

(G.O. Ms. No. 153, Higher Education (JI) 15th April 1999).

No.II (2)/HE/457(b1)/97.

In exercise of the powers conferred by sub-section (i) of section 4 of the Tamil Nadu Educational Institutions (Prohibition of Collection of Capitation Fee) Act, 1992 (Tamil Nadu Act 57 of 1992), and in suppression of the Higher

Education Department Notification S.R.O. No. II(2)/HE/1571/97, published at page 415 of part - II Section (2) of the Tamil Nadu Government Gazette Extraordinary, dated the 12th August 1997, the Governor of Tamil Nadu hereby regulates the tuition fees, including special fees and development fees, that may be received or collected per annum by the educational institutions specified in column (2) of the table below, in respect of First Year Engineering, Bachelor of Technology and Bachelor of Architecture students admitted from the year 1999-2000 onwards, as specified in the corresponding entries in column (3) and (4) of the said table.

Serial number	Educational Institutions	Tuition fees including Special Fees	Development Fees.	Total
(1)	(2)	(3)	(4)	(5)
1.	Unaided (Self-financing) Engineering Colleges Free Seat Category	Rs.9,800	3,000	12,800
2.	Unaided (Self-financing) Engineering Colleges (i) Payment seat category (ii) Non-Residential Indian Students	39,200 39,200	8,000 1,000	47,200 39,200(+)
			Dollars	1000 Dollars

REGULATION REGARDING COLLECTION OF TUITION FEES, INCLUDING SPECIAL FEES AND DEVELOPMENT FEES IN UNAIDED SELF FINANCING POLYTECHNICS FROM THE YEAR 1999-2000 ONWARDS.

(G.O. Ms. No. 154, Higher Education (J-I) 15th April 1999).

No. II (2)/HE/457(b2)/99.

No. II(2)/HE/457(b2)/99

In exercise of the powers conferred by sub-section (i) of section 4 of the Tamil Nadu Educational Institutions (Prohibition of Collection of Capitation Fee) Act, 1992 (Tamil Nadu Act 57 of 1992), and in suppression of the Higher Education Department Notification S.R.O. No. II(2)/HE/1617(e)/97, published at page 426 of part - II Section (2) of the Tamil Nadu Government Gazette Extraordinary, dated the 19th August 1997, the Governor of Tamil Nadu hereby regulates the tuition fees, including special fees and development fees, that may be received or collected per annum by the educational institutions specified in column (2) of the table below, in respect of First Year Engineering, Bachelor of Technology and Bachelor of Architecture students admitted from the year 1999-2000 onwards, as specified in the corresponding entries in column (3) and (4) of the said table.

TABLE

Serial number	Educational Institutions	Tuition fees including Special Fees.	Development Fees.	Total
(1)	(2)	(3)	(4)	(5)
1.	Unaided (Self-financing) Polytechnics-Free Seat Category			
	(i) For Catering Technology	8,200	1,000	9,200
	(ii) For other course	4,400	1,000	5,400
2.	Unaided (Self-financing) Polytechnics-Payment Seat Category.			
	(i) For catering Technology	33,300	3,500	36,800
	(ii) For other courses	17,600	3,500	21,100

NOTIFICATIONS BY GOVERNMENT

HEALTH AND FAMILY WELFARE DEPARTMENT

REGULATION OF LEVYING OF TUITION FEES FOR M.B.B.S. AND B.D.S. COURSES IN SELF-FINANCING MEDICAL AND DENTAL COURSES FROM THE ACADEMIC YEARS 2000-2001 AND 2001-2002.

(G.O. Ms. No. 245, Health and Family Welfare 19th July, 2000)

No.11 (2)/HE/790(c)/2000

In exercise of the powers conferred by sub-section (i) of section 4 of the Tamil Nadu Educational Institutions (Prohibition of Collection of Capitation Fee) Act, 1992 (Tamil Nadu Act 57 of 1992), the Governor of Tamil Nadu hereby regulates the maximum of the Tuition fees, that may be received or collected per annum for the Academic years 2000-2001 and 2001-2002 in respect of the first year students for the courses specified in column (1) of the Table below by the Self-Financing Medical and Dental Colleges in this State shall be as specified in the corresponding entries in columns (2) and (3) thereof, the same having been previously published as required by the proviso to sub-section (1) of the said section:-

Course	Free/Merit Seat	Payment Seat
(1)	(2)	(3)
(1) M.B.B.S.	Rs. 10,000 (Rupees ten thousand only) per annum.	(a) Rs. 95,000 (Rupees ninety five thousand only) per annum in respect of colleges having their own hospitals ; (b) Rs. 80,000 (Rupees eighty thousand only) per annum in

Course (1)	Free/Merit Seat (2)	Payment Seat (3)
(2) B.D.S.	Rs. 7,500 (Rupees seven thousand five hundred only) per annum	respect of colleges partly dependent on Government Hospital and partly upon their own facility; (c) Rs. 75,000 (Rupees seventy- five thousand only) per annum. in respect of colleges depending wholly upon Government Hospital. Rs. 50,000 (Rupees seventy thousand only) per annum.

NOTIFICATIONS BY GOVERNMENT

HEALTH AND FAMILY WELFARE DEPARTMENT

REGULATION OF TUITION FEES FOR PAYMENT SEATS IN SELF-FINANCING AYURVEDA AND SIDDHA MEDICAL COLLEGES UNDER THE INDIAN SYSTEMS OF MEDICINE AND HOMOEOPATHY FROM THE ACADEMIC YEAR 2000-2001.

(G.O. Ms. No. 351, Health and Family Welfare (IM1.2) 9th October 2000).
No.II (2)/HF/1058(d)/2000.

In exercise of the powers conferred by sub-section (i) of section 4 of the Tamil Nadu Educational Institutions (Prohibition of Collection of Capitation Fee) Act, 1992 (Tamil Nadu Act 57 of 1992), the Governor of Tamil Nadu hereby regulates the tuition fee that may be received or collected for payment seats in Self-Financing Ayurveda and Siddha Medical Colleges under the Indian Systems of Medicine and Homoeopathy from the Academic Year 2000-2001, as follows:-

Serial Number	Name of the College	Fee prescribed for payment seats, in Self-Financing Colleges
(1)	(2)	(3)
1.	Ayurveda Colleges.	Rs. 70,000 per annum
2.	Siddha Colleges	Rs. 50,000 per annum
3.	For Non-Resident/Non-Resident Indian Quota seats in the Ayurveda Colleges and Siddha Colleges	10,000 American Dollars per annum

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**THE TAMIL NADU EDUCATIONAL INSTITUTIONS
(PROHIBITION OF COLLECTION OF CAPITATION FEE) RULES 1997.**

(G.O. Ms.No.304, Higher Education, 6th June 1997)

No.SRO.A-58 (c)/97

In exercise of the powers conferred by sub-section (1) of Section 14 of the Tamil Nadu Educational Institutions (Prohibition of Collection of Capitation Fee) Act, 1992 (Tamil Nadu Act 57 of 1992), the Governor of Tamil Nadu hereby makes the following Rules, namely: —

CONTENTS

- | | |
|---------------------------------|--|
| 1. Short title and commencement | 3. Maintenance of Registers, Accounts and Records. |
| 2. Definitions | 4. Submission of Returns. |

1. Short title and commencement.—(1) These rules may be called the Tamil Nadu Educational Institutions (Prohibition of Collection Fee) Rules, 1997.

(2) It shall come into force at once.

2. Definitions.— In these rules, unless the context otherwise requires,—

(a) 'Act' means the Tamil Nadu Educational Institutions (Prohibition of Collection of Capitation Fee) Act, 1992;

(b) 'Authorised officer' means an Officer authorised by the Government under sub-section (1) of section 9 of the Act;

(c) 'Director' means the Director of Technical Education, Director of Medical Education, Director of Collegiate Education and Director of School Education, as the case may be;

(d) 'Form' means the form in Annexure I of these rules.

3. Maintenance of Registers, Accounts and Records.— (1) Every educational institution shall maintain Registers, Accounts and Records as specified in Annexure I to these rules and keep the said Registers, Accounts and Records up-to-date and maintain correct accounts regarding the financial transactions carried on during the academic year showing the various fees collected, grants received, financial assistance from University Grants Commission or University, if any, received, the expenditure incurred towards Salary of the Staff maintenance, etc., separately together with all supporting vouchers, etc.

(2) Every educational institution shall keep separate accounts for different kinds of transactons, namely, fees collected, grants received, financial assistance received, payments of staff salary, purchase of machinery and equipments, laboratory articles, library books, stationery and other maintenance expenditure incurred.

(3) Every Educational institution shall keep the registers, accounts and records within the premises of the educational institution. They shall be made available at all reasonable times for the purposes of enquiry or inspection by the authorised officer. He shall be assisted by a team of officials accompanying him during such enquiry or inspection.

(4) Accounts maintained by the educational institution together with all vouchers relating to various items of receipts and expenditure shall be preserved by the educational institution upto and until the audit of accounts is over and the objections raised in the audit reports are settled.

(5) The authorised officer, shall, at all reasonable times, have free access to the books, registers, accounts, records, documents, securities, cash and other property belonging to or in the custody of the educational institutions and may summon any person in possession of or responsible for the custody of any such books, registers, accounts, records, documents, securities, cash or other property to produce the same at the educational institution office or at the place as specified by the authorised officer.

(6) The authorised officer who had made search and inspection of any educational institution under sub-section (1) of section 9 shall send a report with relevant records to the Director for necessary action.

4. Submission of Returns.— (1) Every educational institution shall submit to the Regional Joint Director/Deputy Director of the Directorate of Technical Education, Medical Education, Collegiate Education/Chief Educational Officer of School Education as the case may be, an annual financial return in Form A for the period ending with 31st day March of that year or other subsidiary returns from time to time, not later than the 1st day of July of every year or within such further time as may be permitted by the Regional Joint Director/Deputy Director of the Directorate of Technical Education, Medical Education, Collegiate Education or Chief Educational Officer of School Education as the case may be. The return shall bear the signature of the Secretary or Correspondent of the educational institution and the Principal.

(2) In addition to the returns referred to in sub-rule (1) every educational institution shall, within such time or within such extended time, as may be fixed by the Regional Joint Director/Deputy Director of the Directorate of Technical Education, Medical Education, Collegiate Education or Chief Educational Officer of the School Education, as the case may be and furnish to the Regional Joint Director and Chief Educational Officer concerned such returns, statistics or other information that may be required from time to time, by the Regional Joint Director, Deputy Director and Chief Educational Officer concerned.

(3) The Regional Joint Director, Deputy Director of the Directorate of Technical Education, Medical Education, Collegiate Education and Chief Educational Officer of the School Education, as the case may be, shall for the purpose of this, rule, require any educational institution to produce before him the books, registers, records and other documents and furnish any other information relating thereto.

(4) The educational institutions shall maintain the various registers and records specified in Annexure I of these rules and keep the entries up-to-date.

ANNEXURE I**Form - A****Form of Return**

[Vide rule 4 (1) of the Tamil Nadu Educational Institutions)Prohibition of Collection of Capitation fee) Rules, 1997.]

- I. 1. Name of the Educational Institution:
2. Name of the College:
3. Financial Year:
4. Courses offered:
5. Total Number of students admitted every year for each course:
6. Amount of Tution fee payable (as per G.O.Ms. No.432, Education, Science & Technology, dated 2nd June 1994 for each course, each year):
7. Total amount collectable for each course each year :
8. Total amount actually collected for each course each year :
9. Difference, if any :
10. Remarks :

II. Details of fees, deposits, any other collection made other than tuition fees under whatever name it may be called.

1. Courses : I Year, II Year, III Year:
2. Special fees:
3. Caution deposit for each course, each year:
4. Various types of deposits collected for each course for each year:
5. Any other fee or deposit, if any, collected:

CERTIFICATE

Certified that no other fees or deposits, other than those specified above, were collected either directly or indirectly from students and receipts issued.

Date:

Signature:

Designation:

ANNEXURE II

List of Registers and Records to be maintained by an Educational Institution

[Vide-Rule3(1) of the Tamil Nadu Educational Institutions [Prohibition of Collection of Capitation Fee) Rules, 1997]

1. Fee Receipts
2. Miscellaneous receipts
3. Daily fee collection register
4. Register of miscellaneous collection

5. Admission and withdrawal register
6. Term fee register
7. Fee collection register
8. Application for fee compensation together with the income certificate obtained from the competent authority
9. Register of scholarship holders
10. Leave register for scholarship holders
11. Register showing the accounts of endowments of the college and the income derived therefrom.
12. Acquittances relating to the various items of scholarships
13. Departmental cash book
14. Daily cash book (Special fees)
15. Daily cash book (General)
16. Ledger (Special fees)
17. Ledger (General)
18. Vouchers (General) (Invoices and stamped receipts to be kept together)
19. Vouchers (Special fees) (Invoices and stamped receipts to be kept together)
20. Scale register
21. Provident fund collection and remittance
22. Bank pass books (General and special)
23. Acquittance for the refund of tuition fees
24. Caution deposit register
25. Postage account and private stamp account
26. Stock registers (General funds)
27. Stock registers for laboratory articles, furniture, library books, games articles, audio visual aids, etc.

NOTIFICATION BY GOVERNMENT

HIGHER EDUCATION DEPARTMENT

(Regulation regarding Collection of Tuition Fees and Development Fees by unaided Hotel Management and Catering Technology Institutions from the Academic year 1999-2000.)

(G.O.Ms.No.12 Higher Education, 18th January, 2000)

No.II (2) /HE/58 (h) 2000.

In exercise of the powers conferred by sub-section (1) of section 4 of the Tamil Nadu Educational Institutions (Prohibition of Collection of Capitation Fee) Act, 1992 (Tamil Nadu Act 57 of 1992) and in partial modification of the Higher Education Department Notification S.R.O.II (2)/HE/457 (b2)/99, published at page 2 of Part II- section 2 of the *Tamil*

Nadu Government Gazette Extraordinary, dated the 15th April 1999, the Governor of Tamil Nadu hereby regulates the tuition fees and development fees that may be received or collected per annum by the Unaided Hotel Management and Catering Technology Institutions and aided institutions offering unaided Hotel Management and Catering Technology course in respect of first year Diploma in Hotel Management and Catering Technology students admitted in the categories specified in column (2) of the Table below from the academic year 1999-2000 and shall be applicable for three years as specified in the corresponding entries in columns (3) and (4) respectively and the total fees as in column (5) of the said Table: -

TABLE

Serial Number	Category (2)	Tuition Fees (3) Rs.	Development fees (4) Rs.	Total (5) Rs.
1.	Free seat	10,800	1,000	11,800
2.	Payment seat	43,200	3,500	46,700
3.	Non-Resident Indian seat	43,200	3,500	46,700

Tuition fees shall include special fees and laboratory fees and shall be inclusive of Library expenditure, maintenance expenditure, training cost and contingent expenditure such as stationery, sports, water and any other recurring expenditure.