

**CIRCULAR**

**Subject:** Visit of Local Inquiry Committees to colleges to consider their proposals for Renewal / fresh affiliation etc for the academic year 2020-21.

**Reference:** 1) University Notification of even no. dated: 23-07-2020  
2) Approval of the Vice - Chancellor dated: 05-10-2020

The Local Inquiry Committees constituted by the University for the year 2020-2021 will be visiting the affiliated colleges and institutions of Bengaluru City University for starting of new colleges under Bengaluru City University between 12-10-2020 and 20-10-2020 (specific dates and time to be intimated in advance by the Convenors of the committees) to consider proposals from colleges for renewal of affiliation, enhancement of intake, permanent affiliation, fresh affiliation etc..

In this regard the following instructions are given to the Principals/Managements:

1. The Colleges/Managements shall arrange for video recording of the visit of the Local Inquiry Committees. The respective colleges shall submit the video footage of the LIC visit, in DVD, to the University within two days after visit of the committee.
2. Chairman/President or Secretary of the college management shall be present during LIC visit. If, for some reason, Chairman or Secretary cannot make it, a representative of the management shall be made available during LIC visit.
3. The Principal shall produce relevant records for inspection during college visit by the LIC.
4. During the onsite visit, the LIC will verify and ascertain the values/ responses against each parameter in the Self-Assessment Format uploaded by the college. Against the values/ responses that are found to be different from the observed facts/ figures, correct values/ responses will be uploaded on affiliation portal by the committee through the Chairman's login credentials. After uploading the observed values in full, the LIC Assessment Report will be downloaded and the same be printed in three sets.

The Chairman and Members of the LIC including the Principal of the college shall sign the LIC Assessment Report and the same to be submitted in a sealed cover to the University on the same day of the visit.

5. The final score of the college will be generated automatically based on the LIC assessment report uploaded by the committee. The recommendations for continuation of the affiliation/permanent affiliation of courses etc.. will be based on the final corresponding values/responses of the LIC as recorded and uploaded in the LIC Assessment Report.

6. The Principals should make necessary arrangements for internet facilities at the time of the LIC visit.
7. The Principals Managements may extend a warm welcome to the LIC without flower Bouquet /mementos etc..

  
REGISTRAR  
15/01/2020

To,

1. The Principals of all the affiliated colleges under Bengaluru City University
2. Chairman/Secretary of the trust/Societies applied for Fresh Affiliation for the year 2020-2021
3. The Chairpersons of the LIC Inquiry committees 2020-2021 for Information and needful.

Copy to:

1. The P.S to VC/Reg, Reg(Evl) ,F.O,BCU- for information.
2. Website copy