

SPECIMEN FORM

To,
The Hon'ble Chairman,
Shikshan Shulka Samiti,
Maharashtra State,
Mumbai-

Revision Application against the final fee declaration

- 1) Name of the Applicant : _____
and Name of the other side. _____
- 2) Address : _____

Mobile No. : _____ Email Id : _____

- 3) Nature of the decision against which revision is sought :-
a) Nature of the decision: - Final Fee fixation, Name of the course:-
Academic Year:-
b) Date of the decision :-
c) Date of the publication of the said declaration on official
Website/Notice board of Samiti.
- 4) Reasons for condonation of delay, if any-
- 5) Grounds on which the revision is sought :-
a) _____
b) _____
c) _____
- 6) Date of handing over the copy of the revision to other parties:-
(i.e. Students/Parents/Institutions etc.)

Date:

Place:

Signature
Name and Designation

Encl :-

- 1) Receipt of handing over the copy of revision to the other parties.
2) Documents in support of grounds on which revision is preferred.
a)
b)
c)

Procedure required to be followed - in respect of Review Application against final fees declaration by Shikshan Shulka Samiti.

- 1) Revision Application should contain the following points:-
 - a) Name of the applicant:-
 - b) Address of applicant:-
 - c) Contact Nos:-
 - d) Email Id:-
- 2) It should mention the details of the decision against which revision is sought such as date of the decision, Name of the course, Academic Year.
- 3) It should specifically mention the grounds for condonation of delay, if any.
- 4) It should also contain the grounds on which the revision is sought.
- 5) Applicant should submit the relevant documents in support of his claim.
- 6) Applicant should supply copies of revision to other parties i.e. Students/Parents/Institution etc.
- 7) Application should be signed, dated, and submitted in the office of Shikshan Shulka Samiti, Mumbai.
- 8) The review application should clearly specify the points in which they disagree with the calculation made, giving reasons therefor.
- 9) The review applicant should notify the fact that the application is being made to the other concerned parties viz. students / parents or the managements, as the case may be. The proof of notification issued should be presented before the Samiti when the application is heard.
- 9) The copy of the application and relevant documents should be provided free of cost upon request to the other concerned party.
- 10) On receiving communication from the Samiti intimating the date of hearing the review application, the petitioner should intimate the other concerned party about the date and time to enable them to be present at the hearing and present their objection if any. Proof of such intimation should also be presented to the Samiti when the application is heard.

Any review application made after the specified time limit is liable to be rejected. Any review application which does not follow the above specified procedure is also liable to be rejected.

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Extracts of Minutes of Meeting of the **Shikshan Shulka Samiti (Higher & Technical Education)** held under the Chairmanship of **Justice P.S. Patankar (Retd.)** on **Tuesday, the 29th July 2008 at 11.30** a.m. in the Office of the Director, Technical Education M.S. 3, Mahapalika Marg, Opp. Metro Cinema, Dhobi Talao, Mumbai - 400 001.

Item No.5: To consider the appeal received from the Colleges/Institute for revision in fixation of fee structure for the year 2007-08.- as per list attached.

It has brought to the notice of the Samiti that office has received appeals from the Colleges/ Institutes regarding revision in the fee structure declared by the Samiti for the academic year 2007-08. In consideration of this, the Samiti decides that the Office has to give notice to the said Colleges/Institutes regarding date of hearing. The College/ institute is hereby directed to put up notice on their Notice Board immediately for the information of the students/parents regarding appeal filed by the College/Institute before the Shikshan Shulka Samiti for revision in fee structure. The notice should also contain the date and time of the next meeting of the Samiti for hearing of its appeal and the statement that the student / parents can get copy of the said appeal and they can remain present before the Samiti at the time of hearing in the next date of meeting, if so desired.

It was further decided that 10 Colleges/Institute be called for the hearing on their appeals before the Samiti in its next meeting to be held on Friday, the 22nd August 2008 at 11.30 am in the office of the Director, Technical Education, Mumbai.



Extracts of Minutes of the Meeting of the Shikshan Shulka Samiti (Medical Education) held under the Chairmanship of Justice P. S. Patankar (Retd.) on Monday, the 28th July 2008 at 11.30 a.m. in the office of the Director, Technical Education, 3, Mahapalika Marg, Dhobi Talao, Opp. Metro Cinema, Mumbai 400 001.

Item No.7 Any other item with the permission of the Chair.

- (c) To consider the appeals submitted by the Colleges/ Institutes for revision in the final fee structure declared by the Samiti for the year 2007-08.

It has brought to the notice of the Samiti that office has received appeals from the Colleges/ Institutes regarding revision in the fee structure declared by the Samiti for the academic year 2007-08. In consideration of this, the Samiti decides that the Office has to give notice to the said Colleges/Institutes regarding date of hearing. The College/ institute is hereby directed to put up notice on their Notice Board immediately for the information of the students/parents regarding appeal filed by the College/Institute before the Shikshan Shulka Samiti for revision in fee structure. The notice should also contain the date and time of the next meeting of the Samiti for hearing of its appeal and the statement that the students/ parents can get copy of the said appeal and they can remain present before the Samiti at the time of hearing in the next date of meeting, if so desired.

It is further decided to call 3 Institutes/Colleges for hearing of their appeals before the Samiti in its next meeting to be held on 21st August 2008 at 11.30 a.m. in the office of the Director, Technical Education, Mumbai.



FORMAT FOR NOTICE

Notice is given to all students of _____ course AY (_____) that

1. Management of the institute has submitted its Fee Approval Proposal AY (_____) to Shikshan Shulka Samiti on _____ alongwith audited accounts for financial year _____. Management has sought for approval of proposed fees at Rs. _____ .
2. Samiti, in its meeting dt. _____ as per minutes of agenda item no. _____ has approved the Final Fee for _____ course, for AY _____ at Rs. _____.
3. Management has filed the revision against the said decision of Samiti on _____ , copy of Revision is attached herewith.
4. Students /Parents can have the full access to the original Fee Approval Proposal alongwith all relevant documents and audited accounts. They are kept in the office and will be available between _____ hrs on all working days.
5. Students / Parents can also remain present for hearing before Samiti at the time and dates notified by Samiti and further their say.
6. Samiti has fixed the hearing on _____ at _____ hrs. at office of the Shikshan Shulka Samiti 3rd floor, Government Polytechnic Building, 49, Kherwadi, Bandra (E), Mumbai – 400 051. Students / Parents may remain present for the hearing and further their say if any.

Date _____

Principal _____