

AKHIL BHARATIYA GANDHARVA MAHAVIDYALAYA MANDAL, MUMBAI
Proposal for Institution Affiliation, Examination Centre Recognition, and Upgradation
of Examination Level & Examination Session
RULES & GUIDELINES

1. Application Procedure

Applications for Institution Affiliation, Examination Centre Recognition, and Upgradation of Examination Level & Examination Session under the Akhil Bharatiya Gandharva Mahavidyalaya Mandal must be submitted to the Registrar Office, Vashi, Mumbai. The prescribed procedure and necessary actions will commence only after the application form is received.

2. Application Submission Period

Applications must be submitted within the following periods:

- **For the April/May Examination Session: 1st August to 1st October**
 - **For the November/December Examination Session: 1st February to 1st April**
-

3. Submission of Required Information

After receiving the application form, the Mandal will initiate the process of collecting the necessary information and documents required for:

- Institution Affiliation
 - Examination Centre Recognition
 - Upgradation of Examination Level
-

4. Decision by the Examination Committee

After reviewing all applications and submitted information, the Examination Committee will make its decision during the committee meeting.

Committee Meeting Schedule:

- For the April/May Session: During the month of December
 - For the November/December Session: During the month of June
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5. Inspection Process

After scrutiny of the application and the decision of the committee, the institution will be informed to deposit the **Affiliation Fee** and the **Processing/Inspection Fee**.

Following the payment, an inspection of the institution will be conducted for granting:

- Examination Centre Recognition
 - Upgradation of Examination Level
-

6. Grant of Recognition

After receipt of the inspection report, the **Recognition/Approval Certificate** will be issued and sent to the institution.

☆ **IMPORTANT NOTICE** ☆

The entire process shall be carried out strictly in accordance with the rules and regulations of the Examination Committee.

Address:

Gandharva Niketan

Plot No. 5, Sector-9A, Vashi, Navi Mumbai, Maharashtra – 400703, India

Phone: +91 8657404921 / 22 / 23

Website: www.abgmvm.org

AKHIL BHARATIYA GANDHARVA MAHAVIDYALAYA MANDAL, MUMBAI

Information Required for Proposal for Institutional Affiliation Recognition

1. Institution Details

1. Institution Name: _____

2. Full Address of the Institution: _____

3. Contact Number: _____

4. Email ID: _____

5. Date of Establishment of the Institution: _____

6. Institution Registration Details:

○ **Registration Number:** _____

○ **Registration Date:** _____

2. Other Affiliation Information

Is the institution affiliated with any other Music Examination Board / University?

☐ **Yes** ☐ **No**

If Yes, provide details:

3. Details of the Founder / President / Director

1. Name: _____

2. Address: _____

3. Mobile Number: _____

4. Email ID: _____

5. Age: _____

6. Musical Qualifications: _____

7. Achievements: _____

Attach:

- ☐ Photograph
- ☐ Identity Proof
- ☐ Copies of Music Certificates
-

4. Details of Teachers

Sr. No.	Name	Address	Mobile Number	Teacher Registration Number
1.				
2.				
3.				
4.				

Attach:

- ☐ Photograph
- ☐ Identity Proof
-

5. Building Information

1. Total Area (in sq. ft.): _____

2. Number of Classrooms: _____

3. Drinking Water Facility : _____

4. Toilet Facility:

☐ Available ☐ Not Available

5. Residential Facility:

☐ Available ☐ Not Available

Attach:

- ☐ Exterior Photographs of the Building
- ☐ Interior Photographs of the Classrooms
-

6. Technical Facilities:

Facility	Number
Computer	
Printer	
Scanner	
Webcam	
Speaker	

Details of online meeting apps:

7. Available musical instruments:

Name of the Musical Instrument	Number
Tanpura	
Harmonium	
Tabla	
Other	

8. Mandal's Textbooks and Publications :☐ Available☐ Not AvailableDescription :

9. Details of Students :

Subject	Number of Students
Vocal	
Instrumental	
Dance	
Other	

Have student appeared for an equivalent examination conducted by any institution other than the Mandal?

☐ Yes

☐ No

If yes, details:

10. Record :

☐ Student register attached

☐ Class timetable attached.

☐ Other documents attached

Announcement

I certify that all the information provided above is true and correct to the best of my knowledge and belief.

Date : _____

Place : _____

Institution Seal

Signature : _____

Name : _____

Post : _____

Please immediately forward the information regarding the above matters to the Registrar's Office, Vashi, so that the office can initiate further action on your proposal.

AKHIL BHARATIYA GANDHARVA MAHAVIDYALAYA MANDAL, MUMBAI
Required Information for Proposal for Examination Centre Recognition

1. Institution Affiliation Details:

- **Institution Affiliation Number:** _____
 - **Date of Affiliation Granted by the Mandal:** _____
-

2. Institution Details:

- **Name of the Institution:**

- **Complete Address:** _____

- **Contact Number:**

- **Email ID:**

Note: All correspondence related to examinations will be sent only to the institution's official address. No correspondence will be sent to the personal address of the Centre Manager or Director.

3. Details of the Director / Centre Manager:

Designation	Name	Address	Contact Number	Signature
Director				
Centre Manager				

4. Details of Teachers:

Sr. No.	Name of Teacher	Address	Contact Number	Teacher Registration Number
1.				
2.				
3.				
4.				

Attach the Following:

- ☐ Photograph
- ☐ Identity Proof (Aadhaar Card / PAN Card, etc.)
- ☐ Other Required Documents

5. Building and Infrastructure Details:

- Total Built-up Area (in sq. ft.): _____
- Number of Classrooms: _____
- Toilet Facility: ☐ Available ☐ Not Available
- Accommodation Facility: ☐ Available ☐ Not Available

Other Details:

Attach the Following:

- ☐ Exterior Photographs of the Building
- ☐ Interior Photographs of the Classrooms

6. Information Regarding the Distance of the Examination Centre as Determined by the Mandal :

Distance of the Examination Centre from the Institution.

7. Technical Facilities:

Facility	Available	Number
Computer	☐	
Printer	☐	
Scanner	☐	
Webcam	☐	
Speaker	☐	
Internet Facility	☐	
Online Meeting Apps	☐	

Other Technical Facilities :

8. Available Musical Instruments :

Name of the Musical Instrument	Number
Tanpura	
Harmonium	
Tabla	
Other	

9. Availability of Mandal Publications :

☐ Available

☐ Not Available

Description:

10. Details of Students :

(Number of Students Subject-wise)

Subject	Number of Students
Vocal	
Tabla	
Kathak	
Bharatnatyam	

Have the students appeared for any equivalent examination conducted by any other institution/board apart from the Mandal?

☐ Yes

☐ No

If yes, details:

11. Examination Session Related Information :

In which examination session of the Mandal do the students of your institution appear ?

☐ April / May session

☐ November / December session

☐ Both sessions

Declaration :

I/We hereby certify that all the information provided in this application form is true and correct, and that the necessary documents have been attached.

Place : _____

Date : ____ _/____ _/____ _

Institution Seal

Signature : _____

Name : _____

Post : _____

Please send the above-mentioned information immediately to the Registrar Office, Vashi, so that the office can initiate further action on your proposal.

Application for Improvement of Examination Level

Proposal to raise the examination level

1. Details of the Centre :

Sr. No.	Details	Information
1.	Centre Number	
2.	Institution Affiliation Number	
3.	Centre Name and Address	
4.	Centre In-charge Name	
5.	Mobile Number	
6.	E-mail ID	

2. Details of Institution Affiliation Fees :

Sr. No.	Details	Information
1.	Fee amount deposited till now and related year	
2.	Outstanding fee amount and relevant year (if applicable)	

3. The examination for which a proposal to raise the standard is being submitted

1. Name of the examination : Praveshika Purn ☐ Madhyama Purn ☐ Visharad Purn ☐
Alankar Purn ☐

2. Examination – wise and subject – wise number of students (please attach details) :

4. Student numbers by examination and subject for the last three years :

Year	Exam Name	Subject	Student Number

5. Facilities Available for Conducting the Visharad and Alankar Examinations :

Sr. No.	Details of the Facilities	Available (✓)	Not Available (✓)	Details
1.	Arrangement of Adequate musical instruments and Tanpura (Bhopala)	☐	☐	
2.	Sound System (Speakers, Microphones, etc.)	☐	☐	
3.	Information about the Technical Setup (Computer, printer, scanner, webcam, online meeting apps, etc.)	☐	☐	
4.	Availability of a Suitable Auditorium/Hall for Stage Performances	☐	☐	

6. Available Musical Instruments :

Name of the Musical Instrument	Number
Tanpura	
Harmonium	
Tabla	
Other	

6. Information about Teachers Associated with the Centre :

Subject	Teacher's Name	Teacher registration number received from the Mandal

7. Availability of the Mandal's publications :☐ Available☐ Not Available

Description:

8. Declaration :

I/We certify that all the information provided above is true and correct. If required, the additional documents and information requested by the Mandal will be submitted. I/We shall abide by all the rules, instructions, and decisions issued from time to time by the Akhil Bharatiya Gandharva Mahavidyalaya Mandal and shall perform all examination-related duties with honesty and responsibility.

Place : _____**Date :** ____ _/____ _/____ _**Name of the Centre In-charge :** _____**Signature :** _____**Institution Seal :** _____