



वास्तुकला परिषद्  
Council of Architecture

वास्तुविद् अधिनियम, 1972 के अंतर्गत भारत सरकार का एक स्वायत्त सांविधिक निकाय  
(An Autonomous Statutory Body of Govt. of India, under the Architects Act, 1972)

Ref: CA/5/Academic-Diploma  
June 17, 2022

**TO ALL HEADS OF ARCHITECTURAL INSTITUTIONS IMPARTING  
3-YEAR DIPLOMA IN ARCHITECTURE/ARCHITECTURAL ASSISTANTSHIP**

Dear Sir/ Madam,

I have to state that your Institution is required to apply for extension of approval for imparting 3-year Diploma in Architecture/Architectural Assistantship for the academic session 2022-23. In this regard, the institutions shall be required to submit an online application on the portal of Council for seeking approval for the academic session 2022-2023 to enable the Council to take appropriate action in the matter.

It is further informed that the Diploma awarding institutions shall be required to maintain the standards of architectural education for 3-year Diploma in Architecture/Architectural Assistantship course being imparted at their premises related to faculty, physical and academic infrastructure and facilities etc. in terms of the Council of Architecture (Minimum Standards of Architectural Education) Guidelines for Diploma Courses, 2022 (copy attached for ready reference) from the academic session 2022-2023.

The institutions are therefore requested to take necessary steps to prepare themselves in terms of the (Minimum Standards of Architectural Education) Guidelines for Diploma Courses, 2022 so that they may apply for the extension of approval by filling up online application form on the portal of the Council. The login credentials and details of the portal for submission of online application form shall be shared with the institutions shortly.

Thanking you,

Yours faithfully,

R.K. Oberoi  
Registrar

Encl. : as above.

# **Council of Architecture**

## **MINIMUM STANDARDS OF ARCHITECTURAL EDUCATION GUIDELINES FOR DIPLOMA COURSES, 2022.**

In order to lay the minimum standards for Diploma Courses, the Council of Architecture, hereby makes the following Guidelines for imparting Diploma Courses, namely :-

### **1.0 Short Title and Commencement**

1.1 These Guidelines may be called the Council of Architecture (Minimum Standards of Architectural Education) Guidelines for Diploma Courses, 2022.

### **2.0 Definitions**

In these Guidelines, unless the context otherwise requires:

(a) "Act" means the Architects Act, 1972 (20 of 1972);

(b) "Council" means of Council of Architecture constituted under Section 3 of the Act;

(c) "Executive Committee" means the Executive Committee constituted under Section 10 of the Act;

(d) "Faculty" means the teaching staff members in the service of an institution; "Core faculty" means full time teaching staff members with valid registration with the Council, appointed by the institution on regular basis.

(e) "Institution" means a board/college/school/polytechnic of architecture in India imparting instructions for diploma courses in architecture and related fields; not to be construed as 'Recognised qualification' for registration with Council of Architecture under Section 25 of the Act:

### **3.0 Duration of the Diploma Program**

3.1 The Diploma program shall be of minimum duration of 3 academic years or 6 semesters of 15 to 18 working weeks (90 work days) each.

3.2 The Curriculum structure of the Architecture Diploma program shall follow the guidelines as outlined in Appendix-A under the Choice Based Credit System. However, the modes of periodic assessment, end semester and viva voce examinations, weightages and grading system are left to the discretion of the Board/ Institution.

3.3 A candidate shall not be permitted to enroll for the Architectural Design course in a semester unless he/ she has completed the Architectural Design course of the previous semester.

3.4 A candidate shall be awarded the Diploma in Architecture/ Architectural Assistantship by the board/ Institution for having earned the minimum credits as specified in the curriculum.

- 3.5 The Diploma Program shall be completed in a maximum period of 5 years. However, in special circumstances a candidate may be granted an extra 1 year by the board/ Institution to complete the program. This shall be given only once to the candidate and treated as zero year.

#### **4.0 Admission to the Architecture diploma program**

- 4.1 No candidate shall be admitted to Diploma program unless she/ he has passed an examination at the end of the 10<sup>th</sup> Std or its equivalent examination.

#### **5.0 Intake and Migration**

- 5.1 The sanctioned intake of candidates at the first-year level shall not exceed a maximum of 40 in a class. If more than 40 candidates are admitted as per sanctioned intake, separate classes shall be organized for each 40 candidates or part thereof.
- 5.2 Migration of a student of any class from one institution to another institution is permitted at the discretion of the institutions involved, subject to the number of students not exceeding the permitted maximum intake in that class in the receiving institution and the same shall be notified by the receiving institution to the Council.
- 5.3 Supernumerary quota of admissions as notified by the Government of India/ State Governments shall be over and above the sanctioned intake. The institutions must create additional physical and academic infrastructural facilities, as may be required, for the same in case such admissions exceed 10% of the sanctioned intake. Further these candidates need to fulfil the requirement specified in clause 4.0.

#### **6.0 Courses and periods of studies**

- 6.1 The guidelines for the courses and periods of studies are provided in Appendix- A.
- 6.2 The institution shall, as an integral part of Diploma curriculum and as a part of teaching programme, arrange for study tours, visits, to places of architectural interests.

#### **7.0 Examination, Standards of proficiency and conditions of admissions, qualification of examiners**

- 7.1 The Board/ institution or an independent examining body shall conduct the examinations at the end of each semester.
- 7.2 The sessional work shall, as far as possible, be assessed by a Jury/Panel of internal and external examiners.
- 7.3 The weightage of internal marks for various courses of study shall not exceed 50% of the total marks. Internal Assessment of Sessional work shall be done periodically for all courses during a semester, in addition to the end-of- semester examinations, if any.
- 7.4 The pass percentage shall not be less than 40% in each subject.

7.5 Any examiner shall have a minimum of 3 years teaching / professional experience in a field of study relating to the subject of examination.

**8.0 Standards of staff, equipment, accommodation, training and other facilities for Architecture education**

8.1 The institutions shall maintain a teacher/student ratio of 1:25 including core faculty, faculty from allied disciplines and visiting faculty.

8.2 The institutions shall have a minimum number of 4 core faculty members for student strength of 120, apart from faculty from allied disciplines and visiting faculty.

8.3 The institutions shall maintain strength of faculty as per the pattern prescribed in Appendix – B.

8.4 The institutions shall encourage the faculty members to involve in professional practice including research.

8.5 The institutions shall provide facilities as indicated in Appendix-C.

8.6 The institutions may encourage exchange of faculty members for academic programmes.

8.7 In a selection Committee as prescribed by the Institution/ board or State Government for Selection Process of faculty, there shall be one Nominee of the Council, who shall act as full-fledged member of such Selection Committee constituted for the purpose of recruitment and /or promotion of faculty.

8.8 The Academic Calendar to be followed by institutions for the commencement of the Architecture Diploma program shall be as published by the Council every year.

**9.0 Miscellaneous**

9.1 The Institution shall take necessary steps to curb ragging in its premises and take appropriate action as prescribed by competent authority in case of any such incident.

9.2 The Institution shall ensure that women (staff, faculty or students) are protected against sexual harassment at the institution and initiate necessary steps as prescribed by competent authority.

*Notwithstanding anything contained in these Guidelines, the institutions may prescribe standards of Diploma program provided such standards does not, in the opinion of the Council, fall below the minimum standards prescribed from time to time by the Council to meet the requirements of the profession and education thereof.*

## APPENDIX-A

### **SUGGESTED COURSES, PERIODS OF STUDY AND SUBJECTS OF EXAMINATION UNDER CHOICE BASED CREDIT SYSTEM FOR THE ARCHITECTURE DIPLOMA PROGRAM**

**1.0** Under the Choice based credit system, which is a student/ learner centric system, the courses of study in the Architecture Diploma program shall be as under:

1.1 Professional Core (PC) Course: A course, which should desirably be studied by a candidate as a core requirement is termed as a Core course.

1.2 Building Sciences and Applied Engineering (BS & AE) Course: A course which forms the core and should desirably be studied.

1.3 Elective Course: Generally, a course which can be chosen from a pool of courses and are of two types:

(i) Professional Elective (PE) which may be very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope

(ii) Open Elective (OE) which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill

1.4 Employability Enhancement Courses (EEC) which may be of two kinds: Employability Enhancement Compulsory Courses (EECC) and Skill Enhancement Courses (SEC)

**2.0** The Weightage in terms of Credits for each of the above in the prescribed curriculum of the institution shall be as follows:

1. Professional Core Courses (PC)	: 40%
2. Building Sciences and Applied Engineering (BS& AE)	: 20 %
3. Elective Courses	: 15%
4. Professional Ability Enhancement Courses (PAEC)	
(i) Professional Ability Enhancement Compulsory Courses (PAECC)	: 5%
(ii) Skill Enhancement Courses (SEC)	: 20%

Note: Where it is not possible to offer Open Electives, Professional Electives may have a weightage 15% of the total credits.

**3.0** The suggested list of courses under each of these groups is provided in Table 1.0

**TABLE 1.0**

<b>PROFESSIONAL CORE (PC)</b>	
1.	Basic Design and Visual Arts
2.	Architectural Design/ Interior Design
3.	Architectural Graphics and Drawing
4.	History of Architecture and Culture
5.	Principles/ Theory of Architecture
6.	Carpentry and Model Making Workshop
7.	Quantity Surveying, Cost Estimation
<b>BUILDING SCIENCES AND APPLIED ENGINEERING (BS&amp; AE)</b>	
8.	Mathematics
9.	Building Materials
10.	Building Construction
11.	Applied Mechanics
12.	Building Services
13.	Surveying and Leveling
14.	Environmental Science for Architecture
<b>ELECTIVE COURSE (EC)</b>	
The list of electives given below is suggestive and the Institution/University may adopt the electives as found feasible.	
<b>PROFESSIONAL ELECTIVE (PE)</b>	
15	Theory of Design
16.	Vernacular Architecture
17.	Art Appreciation
18.	Graphic and Product Design
19.	Disaster Mitigation and Management
20.	Building Performance and Compliance
21.	Furniture Design
22.	Site Planning
23.	Earthquake Resistant Architecture
<b>OPEN ELECTIVE (OE)</b>	
Courses approved by the Institution/University from subjects of study other than Architecture which will add value to the program and enable the overall development of the student	

<b>PROFESSIONAL ABILITY ENHANCEMENT COURSES</b>	
24.	Dissertation /Seminar/ Project
<b>SKILL ENHANCEMENT COURSES</b>	
25.	Communication Skills
26.	Computer Studio
27.	Building Information Modeling
28.	Digital Graphics and Art
29.	Foreign Language

**Notes:**

The emphasis on teaching various courses may vary from institution to institution. New courses may be introduced and certain courses given less emphasis depending upon the ideology of the institution and context of the region where the institution is located.

**4.0** The regulations and curriculum of the Board/ Institution may:

4.1 Provide flexibility in the teaching/ learning system to permit the students to complete program at their own pace.

4.2 Provide for a semester exchange in other Institutions with transfer of credits based on course equivalence, wherever feasible.

4.3 Permit student to enroll for any one online certified course with the prior approval of the Board/ Institution. Such courses shall be considered equivalent to one Elective course.

**5.0 Teaching and learning methods**

5.1 The contents of the courses as listed in Table 1 shall be taught in an application- oriented manner on a scientific and design basis. The course contents shall be taught and learned in lectures, seminars, labs/ workshops, studio exercises and design projects and study tours.

5.2 Lectures are held to teach basic connections and the systemization of theoretical knowledge and the methodology of scientific work. Specific subjects are presented in a well-structured form, incorporating new research results. The results shall be evaluated through periodic assessment of sessional work or an end semester examination or both.

5.3 In Seminars the contents shall be taught in dialogue and discussion phases between the teacher and the student. The results shall be evaluated through periodic assessment of sessional work and/ or end semester examination or both

5.4 In labs/ workshops the contents of the course shall be delivered through hands on work and experiments. The results shall be evaluated through periodic assessment of sessional work or end semester examination or both.

5.5 In studio exercises the teachers shall take the lead to provide tasks and offer guidance for solutions finding. The students shall work either individually or in groups. The results shall be defended through drawings; models and reports and evaluated through periodic assessment and an end semester examination/viva-voce.

5.6 Study tours shall be part of the program and conducted every year. They help to consolidate course contents by acquainting students not only with professional practice but also the culture and context of a region.

Note: These learning and teaching methods are only suggestive and every institution can innovate and engage in a pedagogy based on the strength of the institutions.

**6.0** While calculating credits the following guide lines shall be adopted

Each contact hour per week shall have one credit.

### **Brief description of the courses listed as Professional Core (PC)**

#### **1. BASIC DESIGN AND VISUAL ARTS**

The understanding the elements and principles of design as the building blocks of creative design will be facilitated through exercises that will develop originality, expression, skill and creative thinking. The grammar of design and visual composition will be explored through two dimensional compositions and three dimensional models using various media for representation. The objective is to enable the understanding of the relationship between the grammar of design and architecture.

#### **2. ARCHITECTURAL DESIGN / INTERIOR DESIGN**

This studio based course synthesizes the knowledge gained from other courses and is central to the learning and practice of architecture/ interior architecture. This course will engage in using conventional methods and linear processes of design to more exploratory nonlinear methods. The scale and complexity will increase progressively from lower semesters to senior semesters. The range should begin with small single activity/ single space projects to complex projects.



### **3. ARCHITECTURAL GRAPHICS AND DRAWING**

Various mediums and techniques of art for artistic expression; free hand drawing; orthogonal projection of geometrical forms and representation; architectural and building representation through 2 dimensional and three dimensional drawings; measured drawing of building elements and simple building forms; presentation in graphic form all elements of building design; study of shades and shadows, textures, tones, colors etc.; rendering using manual mode as well as digital; hands on working with various mediums and materials.

### **4. HISTORY OF ARCHITECTURE AND CULTURE**

Architecture as evolving within specific cultural contexts including aspects of politics, society, religion, climate; geography and geology, etc. through history both in the Indian sub-continent as well as in the Western context; Development of architectural form with reference to Technology, Style and Character- Examples from every historical style illustrating the same. (This course may be delivered in 2-3 semesters of the program with specific syllabus for each semester advancing in content progressively through the semesters)

### **5. PRINCIPLES/THEORY OF ARCHITECTURE**

Principles and percepts of issues as related to architectural design in theory and practice; Appreciation of architecture with respect to man and his behavior; Nature and Design; Principles of organization on Nature; Ideas and Intent in design - Intuitive, contextual, Iconic, Experiential, Environmental, Energy based, Symbolic, Modular; Ideologies/ philosophies from the practice of architecture through contemporary history; design communication through graphics.

### **6. CARPENTRY AND MODEL MAKING WORKSHOP**

Introduction to various carpentry tools and production of simple joints used in joinery; techniques for preparation of block models using various materials; detailed model of a small project using appropriate materials; exploration with plastic material such as clay, plaster of Paris, etc.

### **7. QUANTITY SURVEYING AND COST ESTIMATION**

Systems of taking out quantities and estimating for all trades involved in construction of medium complexity; preparation of Bill of Quantities (BOQ); Cost estimating for building works (material and labor).

## **Brief description of the courses listed as Building Sciences and Applied Engineering (BS &AE)**

### **8. MATHEMATICS**

A preparatory program aimed imparting necessary knowledge, skills and competence to study Architectural courses which have a mathematical component. The content is based on current CBSE XI & XII standard schooling curriculum for Mathematics. The program contents should include : (1) Limits and Derivates - Derivative introduced as rate of change both as that of distance function and geometrically. Applications of derivatives: rate of change, increasing/decreasing functions, tangents & normal, approximation, maxima and minima (2) Integrals : Integration as inverse process of differentiation. Basic properties of definite integrals and evaluation of definite integrals. Applications in finding the area under simple curves. (3) Differential Equations : Definition, order and degree, general and particular solutions of a differential equation. (4) Vectors and Three-Dimensional Geometry : Vectors and scalars, magnitude and direction of a vector. Direction cosines/ratios of vectors. Types of vectors, components of a vector, addition of vectors, multiplication of a vector by a scalar, position vector of a point dividing a line segment in a given ratio.

### **9. BUILDING MATERIALS**

Properties and behavior of both natural and man-made building materials such as bricks, stones, metals, timber, glass, steel and finishing materials in contemporary buildings; Application of these materials in construction; Effects of sun, rain, wind and other climatic and environmental conditions on various building materials and built environment and the science of design for creating effective human comfort conditions within the built environment.

(This course may be delivered in 3- 4 semesters of the program with specific syllabus for each semester advancing in content progressively through the semesters)

### **10. BUILDING CONSTRUCTION**

Traditional and conventional knowledge systems that enable construction of a complete building; various structural systems and methods of construction and detailing of buildings of medium complexity using natural and manmade materials including foundation, walls, roofs, staircase, joinery and finishes; Technology that informs the construction of contemporary buildings using various structural systems and materials. The course will combine lecture and studio exercises whose results will be in the form drawings and models, culminating in a studio

which will translate an architectural design into working drawings which are good for construction either in manual/ digital mode.

(This course may be delivered in 4-5 semesters of the program with specific syllabus for each semester advancing in content progressively through the semesters)

### **11. APPLIED MECHANICS**

Forces and structural systems; analysis of plane trusses; Properties of Sections; Elastic properties of solids; elastic constants; bending of beams; deflection of beams; theory of columns; Statically indeterminate beams; concepts in analysis of structure. Understanding the structural concepts and behavior of structural elements- load bearing structures, framed structures, composite systems, steel structures.

### **12. BUILDING SERVICES**

Study of and design and detailing for water supply, drainage, sewage disposal, garbage disposal, electrification, illumination, air conditioning, fire hazard protection, acoustical treatment, rainwater harvesting, etc. in buildings and building premises, disaster management systems, , electronic security and surveillance systems for buildings, etc.; compliance requirements w.r.t. National Building Code and Energy Conservation Building Code. (This course may be delivered over 2 or 3 semesters with specific syllabus for each semester)

### **13. SURVEYING AND LEVELING**

Principles of surveying and leveling, use of various survey and leveling instruments, carrying out surveys of land of medium complexity (field work); preparation of survey plans.

### **14. ENVIRONMENTAL SCIENCE FOR ARCHITECTURE (MHRD)**

Natural systems; Complex relationships between the built and natural environments; Impact of pollution on natural and man-made environments; Strategies to transform the built environment to meet the risks of climate change; Bio-mimicry - the study of natural structures and processes- in helping to solve man-made problems and enabling design; Concepts of urban ecology and landscape urbanism; case studies; integration of Renewable Energy Systems in built environment.

## **Brief description of the courses listed as Professional Electives (PE)**

### **15. THEORY OF DESIGN**

Understanding design and design in history; Role of the designer in changing society; classification of design; Methodologies, theories and models of the design process; Creativity and techniques to enable creative thinking; creativity in architecture; pattern language and participatory approach to design.

### **16. VERNACULAR ARCHITECTURE**

Vernacular architecture as a process and not a product; Determinants of vernacular form; Overview of the various approaches and concepts to the study of vernacular architecture; Various vernacular architectural forms and construction techniques in the various regions of India; Impact of Colonial rule on the vernacular architecture and settlements in India.

### **17. ART APPRECIATION**

Vocabulary and principles of art; Perception and representation; categories of art in terms of media and technique; Appreciating art through the study of art production in the West from the beginnings to the birth of modern art; Context for new directions in art in the late 19th and early 20th century; Art production in India over history; Contemporary Art from India and its appreciation.

### **18. GRAPHIC AND PRODUCT DESIGN**

Graphic design elements, principles and applications; Concept of form and space in product design; Relating Form to Materials and Processes of Manufacture. Use of Computers for Form generation; Creativity techniques; product detailing and manufacture; exploratory mockup models for concept development, refinement and detailing; product design prototyping and advanced manufacturing processes.

### **19. DISASTER MITIGATION AND MANAGEMENT**

Disasters, their significance and types; Relationship between vulnerability, disasters, disaster prevention and risk reduction is understood. Inter- relationship between disasters and development; Disaster Risk Reduction (DRR); Disaster Risk Management in India; Disaster Management Act and Policy; Role of GIS and Information Technology Components in Preparedness, Risk Assessment, Response and Recovery Phases of Disaster; Disaster Damage Assessment; applications and case studies.

## **20. BUILDING PERFORMANCE AND COMPLIANCE**

Building performance assessment and energy simulation tools, understanding of National Building Code (NBC) and Energy Conservation Building Code (ECBC) of India to provide minimum requirements for energy efficient design and construction of buildings; various compliance approaches; Building Envelope; Comfort Systems; Lighting systems; Electrical and renewable energy systems.

## **21. FURNITURE DESIGN**

Principles and history of furniture design; modern movements and the creation of ergonomic and functional furniture; modular concepts in furniture design, mass production and fabrication; codes and specifications; eco- design.

## **22. SITE PLANNING**

Site and its content in architectural creations; Influencing factors which governs the siting of a building or group of buildings in a given site; Topography analysis; Scientific techniques of site analysis- case studies; Methodology of preparing a site analysis diagram and mapping; Codes and building regulations; Site utilities and Infrastructure planning. Integration of Renewable Energy systems as per ECBC.

## **23. EARTHQUAKE RESISTANT ARCHITECTURE**

Fundamentals of Earthquake and the basic terminology; Historical experience; Site Planning and Performance of Ground and Buildings; Seismic codes and building configuration; Seismic design and detailing of non-engineered construction; Seismic design and detailing of RC and steel buildings; Design of non-structural elements; architectural design for Seismic resistance.

## **Brief description of the courses listed as Professional Ability Enhancement Compulsory Course (PAECC)**

## **24. DISSERTATION / SEMINAR / PROJECT**

This is research writing in a thrust area in architecture. Methods of analysis should have a scientific basis and thorough investigative research is required from primary and secondary sources- through library research and literature review; documentation; etc.

## **Brief description of the courses listed as Skills Enhancement Courses (SEC)**

### **25. COMMUNICATION SKILLS**

Communication skills in English through listening, speaking, reading and writing; Listening skills through talks for specific information; Speaking skills with specific reference to prospective/ actual clients, suppliers, business partners and colleagues; Reading particularly, rules and regulations, catalogues, architecture journals and textbooks; writing skills especially writing emails, resumes; statement of purpose, proposals and reports.

### **26. COMPUTER STUDIO**

Computer operation principles and image editing through a graphical Composition; Computer aided 2D drafting and 3D Modeling through simple exercises; Rendering of a building to create a photo realistic image.

### **27. BUILDING INFORMATION MODELING**

Lab based course to build comprehensive Building Information Models (BIM) using appropriate Digital software and Media; BIM for building energy simulation; BIM for cost estimating, project phasing and administration.

### **28. DIGITAL GRAPHICS AND ART**

Lab based course involving video, image and vector editing using editing software; scripting; synchronization of sound with patterns generated; Presentation using voice over and production of CD ROMs.

### **29. FOREIGN LANGUAGE**

Course on any foreign language.

**APPENDIX-B**  
**STAFF REQUIREMENT**

**(Strength of full time-faculty based on sanctioned intake)**

**A. FULL TIME TEACHING STAFF:**

Faculty-Student ratio based on Approved Intake	Principal/ Director	Head of the Department	Lecturer	Total Faculty
1:25	1	1 per Department	(T/25) -1	T/25
T – Sum of the number of students as per approved intake at all years				

**Notes:**

- 1) Only candidates registered with Council of Architecture (COA) under the provisions of the Architects Act, 1972 shall be eligible for the core faculty posts subject to minimum qualifications and experience as prescribed in Appendix B.
- 2) In addition to above, approximately 25% of the teaching load should be allotted to the Visiting faculty drawn from profession.
- 3) Faculty from the allied areas from the field of Engineering / Fine Arts / Humanities, etc. may be appointed as per the requirement but no exceeding 20% of requisite Full-Time faculty. The faculty should have the minimum qualification in the respective field(s) at Bachelor's and/or Master's level with at least 60 per cent. marks at either level.

**B. NON TEACHING STAFF**

Sr	Position	Intake						Remarks*
		40			80			
Year of operation		I	II	III	I	II	III	
2.	Assistant Librarian	1	-	-	-	-	-	Qualifications as per UGC
3	Lab / Workshop Technician	1	1	2	1	1	2	Min one for computer centre
4	Administrative personnel	1	2	2	2	3	4	
	Accounts personnel	1	1	1	1	1	2	
5	Class IV employees	As required						

(\*This could be shared with Architecture degree program, if available.)



**C. MINIMUM QUALIFICATIONS, EXPERIENCE AND STRUCTURE OF CORE  
FACULTY IN DIPLOMA LEVEL ARCHITECTURAL INSTITUTIONS**

Sl.No.	Designation	Pay-Scale	Qualifications & Experience
1.	Lecturer	Pay-Scale as prescribed by Central/respective State Government from time to time.	<p>Bachelor's Degree or equivalent in Architecture with minimum 60% marks.</p> <p>OR</p> <p>Bachelor's Degree or equivalent in Architecture and Master's Degree in Architecture or in allied subjects of Architecture with minimum 60% marks at either level.</p>
2.	Head of Department	Pay-Scale as prescribed by Central/respective State Government from time to time.	<p>Bachelor's Degree or equivalent in Architecture and Master's Degree in Architecture or in allied subjects of Architecture with minimum 60% marks at either level and</p> <p>Eight years experience in teaching/ research/ professional work out of which a full-time teaching experience of minimum Three years</p> <p>Or</p> <p>Thirteen years of professional experience.</p>
3.	Principal	Pay-Scale as prescribed by Central/respective State Government from time to time.	<p>Bachelor's Degree or equivalent in Architecture and Master's Degree in Architecture or in allied subjects of Architecture with minimum 60% marks at either level and</p> <p>Seventeen years' experience in teaching/ research/ professional work out of which full-time teaching experience of minimum Eight years as Associate Professor or Professor</p> <p>Or</p> <p>Twenty years of professional experience.</p> <p>Desirable : Ph.D. in Architecture. Experience in Administration at a responsible position.</p>

**Note :**

1. The equivalent qualification shall mean any such qualification as recognised by the Council of Architecture for registration as an Architect under section 25 of the Architects Act, 1972.

**1.0 Explanations:**

- 1.1 Experience shall mean professional experience and/or Teaching and/or Research in the field of Architecture, counted from the date of registration with Council for core faculty or valid equivalent certification from concerned authorities. Professional experience shall be substantiated by Experience certificates from employers, Work orders, Completion certificates & Sample Drawings of the projects undertaken as the case may be.
- 1.2 Full time faculty means a registered architect, who has put up full time service as a faculty member with the institutions approved by COA, either on regular (Permanent) or tenure basis (full time).
- 1.3 The Post Graduate degree or diploma programs in various areas of specialization in Architecture or its allied fields, with minimum duration of Two year/Four Semester (Full-Time) or Three years/ Six Semester (Part-Time), awarded by Indian Universities/competent authorities recognized by Central Government and granted equivalence by any competent authority of the Central Government to M. Arch. degree awarded by Indian Universities, shall be valid for the purposes of appointment in the Institutions imparting Architectural education.  

All Architects possessing Post Graduate Degree/ Diploma awarded by Authorities outside India shall be required to produce certificate of equivalence to that of Masters Degree in Architecture or Allied fields granted by competent authority of the Central Government, in order to be considered for appointment as faculty.
- 1.4 Undergraduate qualifications acquired through self-study / non-formal mode though acceptable for purpose of Registration shall not be considered as equivalent Qualification for recruitment as faculty. The candidate must have acquired the recognized qualification through formal mode at undergraduate or Post-Graduate level.

**2.0 Other Notes:**

- 2.1 Only candidates registered with Council of Architecture (COA) under the provisions of the Architects Act, 1972 shall be eligible for the above posts.

- 2.2** All the qualifications appearing in the schedule of qualifications under section 14 or notified under 15 of the Architects' Act 1972 shall be considered at par with Bachelor's Degree in Architecture for the purpose of recruitment as faculty member.
- 2.3** (i) Each Institution shall have minimum staff of 5 faculty members for an intake of 40, including the Head of Department. The staff structure prescribed by the Council for an intake of 40 shall be 5 full time faculty with minimum 4 core faculty including the Head.  
 (iii) For intake more than 40, proportionate increase in the above posts shall be made as outlined in Appendix B.  
 (iv) The full-time faculty in allied areas shall be governed by norms as prescribed under the relevant Central Acts, respectively for employment and upgradation.
- 2.4** If a grade point system is adopted the CGPA will be converted into equivalent marks as given in the table E-6 of the notification no. 1-65/NEC/98-99, March 15, 2000 (Degree level – Government institutions) and May 3, 2000 (Degree level – Self-financing institutions)

Grade point	Percentage of Marks
5.75	50
6.25	55
6.75	60
7.25	65
7.75	70
8.25	75

Note : For converting the marks into CGPA, following formula may be followed:

$$(\text{Percentage of Marks} / 10) + 0.75$$

- 2.5** All full time, regular faculty members must be paid the remuneration/ salary prescribed by board or such other Government body, in force at the time of appointment and duly revised from time to time.
- 2.6** To recognize the services rendered by senior faculty members who do not fit into above requirements, and are already in full-time employment at the same Institution for 15 years, the requirement of qualifications may be relaxed only once in the career for promotion to higher post.

- 2.7** All faculty members must be encouraged to actively pursue practice / research without neglecting their duties towards Institution / students and with due permission from the institution.
- 2.8** Service conditions of affiliating board and respective government for faculty members shall be applicable to all full-time permanent faculty members.
- 2.9** The Retirement Age including Superannuation for Teaching posts of Assistant Professor, Associate Professors and Professors shall be 65 years or as stipulated by the Central/ State Government from time to time. Re-employment after superannuation shall be permissible against sanctioned vacancies and the faculty may continue to serve at the discretion of the concerned Institution/ University until the age of 70 but shall not hold an administrative position.

**APPENDIX-C**  
**INFRASTRUCTURE REQUIREMENTS**

**A: SPACE**

Sr.	Year of Operation	First		Second		Third		Remarks
	Sanctioned Intake	40	80	40	80	40	80	
<b>Activity Spaces (Carpet Area)</b>								
	<b>Studio**</b> - 100 sq. m each	1	2	2	4	3	6	Flexibility in terms of studio spaces can be based on local conditions, provided that area of 2.5 Sq. M. per student of sanctioned intake is made available. Studios for Stage 2 of the course are to make provision for use of laptops with internet connectivity.
	<b>Lecture rooms**</b> - 60 sq. m each	1	2	1	2	1	2	If studios incorporate lecture spaces within them, then the area of studio spaces shall be calculated at 4 sq m per student. To be provided with OHP and digital projection facilities and sound amplifier system.
	<b>Labs / Workshops*</b> - 60 sq.m each	1	1	1	2	2	3	Environmental lab, Surveying lab, Model making and carpentry workshop, Material Museum etc.
	<b>Computer Centre*</b> - 60 sq. m	-	-	1	1	1	1	
	<b>Library</b>	1	1	1	1	1	1	Library shall have 0.6 Sq. m. per student Library shall be provided with reprography and scanning facilities.
	<b>Principal/Director/HOD's Office*</b> - 30 sq.m	1	1	1	1	1	1	
	<b>Administrative Office*</b> - 30 sq. m	1	1	1	1	1	1	
	<b>Staff Rooms / Cabins -</b>							Adequate
	<b>Construction Yard*</b> - 100 sq. m							Open space activity from second year onwards
	<b>Students Common/Rest Rooms*</b>							Adequate as per Building Regulations

(\*These spaces may be shared with existing Architecture Degree program if available with the institution. \*\*These spaces could be shared with existing Architecture Degree program if there is no conflict/overlap of timings.)

Note : Depending on local conditions, the areas mentioned above may vary by up to 10%.

**Other Desirable Activity Spaces:**

1. Canteen
2. Stationary Shop
3. Reprography Section and Digital printing
4. Open air theatre with stage
5. Permanent Exhibition space
6. Provision for outdoor sports facility
7. Girls Common Room.
8. Resource Center.
9. Submission and Exam Room.

**Desirable Labs:**

1. Environment\*
2. Surveying\*
3. Plumbing and Sanitation
4. Material Museum\*
5. Digital lab
6. Language Lab

**Recommended Workshops**

1. Model making and carpentry \*
2. Fabrication workshop

*Note: Labs / workshops with \* are mandatory.*

## B: LIBRARY FACILITIES

1. Minimum 200 books on subjects of Architecture shall be available in the library for the intake of 40 (including minimum 80 titles) at the time of 1<sup>st</sup> Inspection.
2. Add 100 books on subjects of Architecture (including minimum 50 titles) for every additional intake of 40.
3. From second year onwards, minimum 60 books on subjects of Architecture (including minimum 20 titles) for every year per intake of 40.\*
4. Library of old schools, having more than 5000 Titles; should acquire minimum 10 titles on subjects of Architecture per intake of 40 every year.\*
5. Journals and Periodicals of architectural relevance as below –

Intake/ Year	I		II		III	
	(INT)	(NAT)	(INT)	(NAT)	(INT)	(NAT)
40	0	4	0	4	1	6
80 and above	0	4	0	5	1	8

**Desirable:** e-books and e-journals along with computer terminal with net facility for reference.

*Note: INT- International NAT- National*

(\*These facilities may be shared with existing Architecture Degree program, if available)

## C: COMPUTER CENTER

Intake/ Year	I	II	III
40/ 80	20	40	40

Requisite licensed software and peripherals such as printers, plotters, scanners, etc. shall be available at the computer center.

Upgrading of systems (hardware and software) shall be done every three years. Computers more than three years old shall not be counted as part of lab.

Broadband internet connectivity of appropriate bandwidth shall be available to all computers.

### **Desirable:**

All faculty and staff shall be provided with individual/ personal computers in addition to above outlined computer center requirements.

Wifi connectivity throughout the campus freely accessible to faculty and students.

**LAND REQUIREMENTS:**

Minimum 2000 Sq. m. or Independent or undivided and contiguous share of land adequate enough to provide for built floor space of 1,500 Sq. m. for intake of 40, 2,000 Sq. m. for intake of 80 in Architecture diploma program; provided further that the built space should be contiguous. Further, the Institution should also have sufficient space for sports, co-curricular activities and hostel, canteen and other facilities.

The land where the building of the institution is located/ built must be institutional land and must be owned by the trust / society / company. The Land and infrastructure could be shared with existing Architecture Degree program, if applicable.

The relaxation in the above may be made by the Council on the case-to-case basis for institutions located in hilly areas.



## **APPENDIX-D**

### **1.0 ADMISSIONS**

1.1 The candidates admitted to 1st year of the three-year Architecture Diploma program without fulfilling the admission eligibility prescribed by the Council shall not be considered for award of diploma.

### **2.0 COMPETENT AUTHORITY FOR ADMISSION**

2.1 A Competent Authority duly formulated / recognized by State /Central Government, which may include the Government or Board, or such authorities / institution concerned / Association or Federation of Institutions [Schools or Colleges of Architecture], shall conduct the admission to the Architecture diploma program through a merit-based process in a transparent, fair and non-exploitative manner.

2.2 The Institution shall submit a list of students admitted to the Architecture diploma program every year to the Council in the prescribed format.

### **3.0 ADMISSION COUNSELING**

Counseling for admission to the Architecture Diploma program should be held independently and not combined with the counseling for Engineering, Pharmacy, Medicine or any other discipline.

### **4.0 FEE STRUCTURE, PERCENTAGE AND RESERVATION OF SEATS**

The fee structure and admission of students to Architecture Diploma program under various categories/ admission quota shall be as determined by the concerned Government/competent authority.

### **5.0 COMMENCEMENT OF COURSE**

Classes for 1<sup>st</sup> year/Semester of a 3-year Architecture diploma program shall not commence later than the 1<sup>st</sup> working day in the month of September of a calendar year and all admissions must be completed before the said date.

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