GOVERNMENT OF NAGALAND
HIGHER & TECHNICAL EDUCATION DEPARTMENT
NAGALAND: KOHIMA

NO.HTE/1-12/2020 (PT) 1962 Kohima, dated the 15th December, 2025.

To,

The Commissioner & Secretary,
Department of Information & Public Relations
Nagaland: Kohima.

Sub: Guidelines for Coaching Centres & Guidelines for Hostel Owners/Warden-reg..

Sir,

In inviting a reference to the subject cited above, I am directed to forward herewith the Guidelines for Registration and Regulation of Coaching Centres in the State of Nagaland 2025 & Guidelines for Hostel owners/wardens 2025 for wider publicity in print and electronic media.

This is for you kind information and necessary action please.

Enclosed:

1. *Guidelines for Registration and Regulation of Coaching Centres in the State of Nagaland 2025*
2. *Guidelines for Hostel owners/wardens 2025*

Yours sincerely,

15/12/25

(IMTI AIER)
Under Secretary to the Govt. of Nagaland.

NO.HTE/1-12/2020 (PT)/ **Kohima, dated the 15th December, 2025.**

Copy to:

1. The State Co-ordinator, National Informatics Centre, Nagaland, Kohima with a request to upload in the Government of Nagaland website.
2. The Deputy Secretary to the Chief Secretary, Nagaland, Kohima.
3. The Ex-Officio Director, Higher Education, Nagaland, Kohima.
4. Office copy.

(IMTI AIER)
Under Secretary to the Govt. of Nagaland.

GOVERNMENT OF NAGALAND
HIGHER & TECHNICAL EDUCATION DEPARTMENT
NAGALAND : KOHIMA

NO. HTE/CC/1-4/2020/ 1917 Kohima, dated the 26th November, 2025.

NOTIFICATION

Subject: Guidelines for Registration and Regulation of Coaching Centres in the State of Nagaland 2025.

Objective of the Guidelines

To provide guidelines for the regulation of coaching center for better guidance and assistance to the students in any study programme, competitive examinations, or academic support.

1. **Need for the Guidelines**

(i) To provide framework for registration and regulation of coaching centers.

(ii) To suggest minimum standard requirements to run a coaching center.

(iii) To safeguard the interest of students enrolled in coaching centers.

(iv) To advise coaching centers' focus on curricular activities as well for holistic development of students.

(v) To provide career guidance and psychological counseling for mental well-being of the students.

2. **Definition**

(i) 'appellate authority'means an officer notified by the appropriate Government;

(ii) 'coaching' means tuition, instructions or guidance in any branch of learning imparted to **more than 20 (twenty) students** but does not include counseling, sports, dance, theatre and other creative activities;

(iii) 'coaching center' includes a center, established, run, or administered by any person to provide coaching for any study programme or competitive examinations or academic support to students at school, college, and university level, **for more than 20 (twenty) students.**

(iv) 'competent authority'means an officer notified by the appropriate government;

(v) 'government' means Central Government, State/UT Government having appropriate jurisdiction;

(vi) 'institution' means school or any other educational institution recognized or controlled by, or affiliated to a Board, or controlled or recognized by State / UT Government, an affiliated college, and associated college, a constituted college, a university or educational institution established under the act of central government or State / UT government;

(vii) 'person' means an individual and includes a group of persons or a body corporate, or a trust, firm or society or an institution;

(viii)'proprietor' means an owner of a coaching center seeking registration or registered and includes joint owner;

(ix) 'tutor' means a person who guides or trains students in any coaching center and includes tutor giving specialized tuitions.

(x) 'University' means a university established or incorporated by or under a Central Act, a

Provincial Act or a State Act, and includes any such institution as may, in consultation with the University concerned, be recognized by the UGC in accordance with the regulations made in this behalf under UGC Act.

3. **Registration of the coaching Center**

(i) Application for the registration of coaching center shall be made to the District Administration within whose local jurisdiction such coaching center is situated.

(ii) The District Administration shall verify the coaching centres in their respective District and recommend the coaching centres to the State level Committee comprising of the concerned Department members headed by the Administrative Head of Department, Higher & Technical Education and Director, Higher Education as the Member Secretary.

(iii) After receiving the recommendation from the District Administration, the State Level Committee will depute Officers for inspection and based on the fulfillment of the Guidelines for Regulation of Coaching Centre, the coaching centre will be given registration certificate.

(iv) The initial registration with a fee of ₹. 5,000/- (Rupees five thousand only) shall be valid for a period of two years. The payment shall be made through Treasury Challan in favour of the Government of Nagaland

(v) The registration shall be renewed after every two years based on the satisfactory performance. The renewal fee shall be ₹. 2,000/- (Rupees two thousand onl) through Treasury Challan.

(vi) A person shall impart coaching or establish, run, manage or maintain a coaching center, only with prior registration of such coaching center as per the provisions of this Guideline.

(vii) Coaching center existing on the date of implementation of the guidelines, shall apply for registration within a period of three months from the date of implementation of guidelines.

(viii) In case of coaching center having multiple branches, each of such branch shall be treated as separate coaching center and it shall be necessary to submit a separate application for registration of each branch.

(ix) The State Level Committee shall, within three months from the date of receipt of the application for registration of coaching center, either grant the registration certificate in the prescribed form, or shall communicate to the applicant, this order of refusal to grant such registration after recording reasons in writing, for such refusal. Provided that no order refusing the registration shall be passed except after giving to the person concerned a reasonable opportunity of hearing.

(x) Every registered coaching center shall apply for renewal of registration certificate to the competent authority two months prior to the date of expiry of such registration, in such form, with such fees and documents (Annexure-I) as specified by the competent authority.

(xi) The State Level Committee may, on receipt of an application for renewal of registration in the prescribed form and on payment of the prescribed fees, shall decide on the application for renewal of registration number before the expiry of the registration period and may renew the certificate or may communicate the refusal thereof to the applicant before the expiry of the registration period, after recording the reasons for such refusal in writing. Provided that no order refusing the registration shall be passed except after giving to the person concerned a reasonable opportunity of hearing.

4. Conditions for Registration

(i) No coaching center shall-

(a) Engage tutors having educational qualification less than graduation.

(b) Make misleading promises or guarantee of rank or good marks to parents /students for enrolling them in the coaching center.

(c) Enroll student below 16 years of age or the student enrolment should be only after secondary school examination.

(d) Publish or cause to be published or take part in the publication of any misleading advertisement relating to any claim, directly or indirectly, of quality of coaching or the facilities offered therein or the result procured by such coaching center or the student who attended such class.

(e) Be registered, if it has less than minimum space requirement per student.

(f) Hire the services of any tutor or person who has been convicted for any offence involving moral turpitude.

(g) Be registered unless it has counseling system as per the requirement of this guideline. Coaching center shall have a website with updated details of the qualification of tutors, courses/curriculum, duration of completion, hostel facilities (if any), and the fees being charged, easy exit policy, fee refund policy, number of students undertaken coaching from the center and number of students finally succeeded in getting admission in Higher Education Institutions etc.

(ii) Coaching center shall adhere to the various laws, rules, regulations etc. including separate registration as applicable in the local jurisdiction.

5. Other documents/declaration to be accompanied with the application for registration

(i) Every application for registration of a coaching center shall be accompanied by an undertaking by the proprietor stating that –

(a) He shall use only the word 'registered coaching center' and shall not use the words 'recognized' or 'approved' on any sign board or any prospectus or correspondence or communication of whatever nature or at any place;

(b) Coaching classes for those students who are also studying in institutions / schools shall not be conducted during their institutions / schools hours.

(c) The necessary information regarding the qualification of the tutors, time table of the coaching class, the fee charged and general information, as specified, regarding the coaching class shall be displayed on the website and notice board at prominent place in the premises of the coaching center;

(d) He/she or any tutor or person employed, in any manner in the coaching center has not been convicted for any offence involving moral turpitude and that any change in employment of tutor shall be immediately intimated to the competent authority;

(e) He/she shall abide by the condition regarding the specified number of students to be admitted in the coaching class;

(f) He/she shall abide by the other terms and conditions of this guidelines;

(ii) The application for renewal of the registration shall be accompanied by a copy of the statement of accounts audited by Chartered Accountant.

6. Fees

(i) The tuition fees for different courses /curriculum being charged shall be fair and reasonable and receipts for the fee charged must be made available.

(ii) The coaching center must issue a prospectus mentioning the different courses /curriculum, their duration of completion, number of classes, lectures, tutorials, hostel facilities (if any), and the fees being charged, easy exit policy, fee refund etc. These details shall also be displayed at prominent and accessible place in the premises of the building.

(iii) The prospectus, notes and other materials shall be supplied by the coaching center to their enrolled students without any separate fees thereof.

(iv) If the student has paid for the course in full and is leaving the course in the middle of the prescribed period, student will be refunded from out of the fees deposited earlier for the remaining period, on pro-rata basis within 10 days. If the student is staying in the hostel of the coaching center, then the hostel fees and mess fee etc. will also be refunded.

(v) Under no circumstances, the fee on the basis of which enrolment has been made for a particular course and duration shall be increased during the period of the course.

7. Infrastructure Requirements

(i) Within the basic structure of the coaching center, a minimum one square meter area may be allocated for each student during a class / batch. There shall be sufficient infrastructure in proportion to the number of students enrolled.

(ii) The coaching center building shall adhere to fire safety codes, building safety codes and other standards and shall obtain a Fire and Building Safety Certificate from the appropriate authorities as decided by appropriate government.

(iii) For the assistance of the students, coaching center shall have first aid kit and medical assistance / treatment facility. List of referral services like hospitals, doctors for emergency services, police helpline details, fire service helpline, women helpline etc. shall be displayed and the students shall be informed about them.

(iv) The coaching center building shall be fully electrified, well ventilated, and sufficient lighting and power back-up arrangements shall be made in each classroom of the building.

(v) Safe and potable drinking water shall be available for all students and staffs of the Center.

(vi) The coaching center may be suitably fitted with CCTV cameras wherever required and security shall be well maintained.

(vii) A complaint box or register may be placed at the coaching center for the students to raise a complaint. Coaching center shall have committee for redressal of complaints /grievances of students.

(viii) Provision of separate toilets for males and females shall be made within the coaching center building premises.

8. Curriculum

a. Classes

(i) Coaching center shall make efforts to complete the classes in the stipulated time as mentioned in the prospectus.

(ii) Coaching classes for those students who are also studying in institutions / schools shall not be conducted during their institutions / schools hours, so that their regular attendance in such institutions / schools remains unaffected and also to avoid dummy schools.

(iii) Remedial or support classes may be provided to student who require additional support in their academics.

(iv) The curriculum / class time table may be suitably spaced out to all the students to relax and recuperate and thus, not build additional pressure on them.

(v) Coaching center shall ensure weekly off for students as well as tutors.

(vi) There shall be no assessment-test / exam on the day after weekly off.

(vii) During the important and popular festivals in the respective region, coaching center shall customize leave in such a manner that the students are able to connect with their family and get emotional boosting.

(viii) Coaching centers shall conduct coaching classes in a way that it is not excessive for a student and it should not be more than 5 (five) hours in a day and the coaching hours should neither be too early in the morning nor too late in the evening.

(ix) Coaching centers shall organize classes for co-curricular activities for holistic development and enhancing cognitive abilities of students. The coaching centers, while teaching core subjects should also organize counseling sessions for tutor, employee and all students on development of Life Skills, scientific temper & evidence-based thinking; creativity & innovativeness; fitness, wellness, emotional bonding & mental wellbeing, age-appropriate challenges, motivation; collaboration and team work; problem solving and logical reasoning; ethical and moral reasoning; knowledge and practice of human and Constitutional values; personal safety (gender sensitization & abuse prevention); Fundamental Duties; citizenship skills and values; knowledge of India; environmental awareness, sanitation and hygiene etc.

b. Code of Conduct by the Coaching Center

(i) The number of students to be enrolled in each class / batch may be clearly defined in the prospectus and published on website. In no case such enrolment shall be increased in class / batch during the currency of the course.

(ii) The number of students admitted maybe in line with the requirements of maintaining a healthy teacher-student ratio in each class and for creating more opportunities for building relationship with tutor and counsellors. It should been sured that students are able to connect with the tutor and the student has easy access and visibility to the screen / blackboards.

(iii) The coaching center shall not enroll student below 16 years of age or the student enrolment should be only after secondary school examination.

(iv) The students shall be well apprised about the difficulty of exams, syllabus, level of intensity of preparation and efforts required from the student before enrolling into the curriculum.

(v) The students shall be made aware about the educational environment, cultural living, realities, and difference between preparation of school level examinations and competitive examination.

(vi) Apart from options for admission in engineering and medical institutes, information about other career options maybe provided to the students, so that they do not get stressed about their future and can choose a new option of alternative careers.

(vii) An admission or mocktest to assess the capability of the student maybe conducted. Based on the capability and interest of student, the coaching center may convey the realistic expectation of student's capability to parents and suggest the way forward.

(viii) The students and parents shall be made aware that admission in the coaching center is in no way to guarantee success for admission in institutions like Medical, Engineering, Management, Law etc. or in the competitive examination.

(ix) Coaching center should conduct periodic workshops and sensitization sessions regarding students' mental health in collaboration with mental health professionals.

(x) Coaching center should create awareness amongst students and parents regarding the pedagogy, the timeline of the course, and the facilities available in the coaching center. They may be counseled about negative impacts of unnecessary mental pressure and burden of expectation on their children.

(xi) Coaching center shall not make public the result of assessment test conducted by it. Keeping the assessment test confidential, it should be used for regular analysis of performance of students and the student whose education performance is deteriorating, should be provided counseling as per the provisions of this guideline.

9. Counselors and Psychologists Support

(i) Due to high competition and academic pressure on students, coaching centers should take steps for mental well being of the students and may conduct classes without putting undue pressure on its students. Also, they should establish the mechanism for immediate intervention to provide targeted and sustained assistance to students in distress and stressful situation.

(ii) The competent authority may take steps to ensure that a counseling system be developed by the coaching center and is easily available for the students and parents. Information about the names of psychologists, counselors, and the time they render services may be given to all students and parents. Trained counselors could be appointed in the coaching center to facilitate effective guidance and counseling for students and parents.

(iii) Coaching centers are encouraged to involve counselors and experienced psychologists to counsel and provide psycho therapeutic service to students for the resolution of mental stress and depression.

(iv) Career counselors may be on boarded to assess the student's interest, aptitude and capability and accordingly guide and counsel the students and their parents with realistic expectations to choose the best career option.

(v) Regular workshops and awareness weeks may be arranged for parents, students and teachers on mental health and prevention of stress by the coaching center. It should also focus on basic training in health, good nutrition, personal and public hygiene, disaster response and first-aid as well as scientific explanations of the detrimental and damaging effects of alcohol, tobacco, and other drugs. The matter of positive parenting should also be stressed upon in the interaction session organized for parents by the center in the

context of students' mental health, resilience and responsible self-care.

(vi) Tutors may undergo training in mental health issues to convey information effectively and sensitively to students about their areas of improvement.

(vii) As part of counseling, the coaching center should establish peer group interaction. Coaching center may organize group-based curricular exercises in discussions, competitions and projects.

(viii) The doubts of student shall be resolved by those tutors who have taught in the class so that students feel satisfied.

(ix) The coaching center shall follow framework for promotion of mental health in the institution as per the following:

Frame work for Mental Health Promotion		
Level of Problems	**Stakeholders to be involved**	**Level of Intervention**
Mental Well being	Entire Institutional Community	Mental Well being Integrated in Institutional Curriculum
Mental Health Knowledge Attitudes & Behavior	All Students and Tutors	Mental Wellbeing – Part of General Health Curriculum
Psychosocial Problems	Counselors, Tutors, Peer Mentors, Wardens and Citizens	Extending Additional Help to Students in Need
Severe Problems/Disorders	Counselors, Institutional Doctors and Other Experts	Professional Management

10. Inclusivity and Accessibility

(i) The coaching center shall not discriminate against any applicant / student on the basis of religion, race, caste, sex, place of birth, descent etc. during the admission and teaching process.

(ii) Special provisions may be made by the coaching center to encourage greater representation of students from vulnerable communities such as female students, students with disabilities, and students from marginalized groups.

(iii) The coaching center building and the surrounding premises shall be Divyang (PwD)-friendly and in compliance with the provisions of the Rights of Persons with Disabilities Act, 2016.

(iv) Tutors may be sensitized regarding learning disabilities and make students with learning disabilities feel comfortable.

(v) Divyang (PwD)-friendly provisions such as e-readers, and toilets etc. may be made wherever possible.

(vi) Support classes maybe provided to students with disabilities who require additional support in their academics.

(vii) Batch segregation on academic performance ground shall not be done, as it leads to excessive pressure on the students affecting their mental health. Batches should be formed in the order of entry and admission of students and the batch shall not be changed till completion of the course.

11. Maintenance of Records

(i) The coaching center should maintain and produce such records, accounts, registers, or other documents, as may be prescribed by the appropriate authority.

(ii) The coaching center may submit the annual report to the competent authority for record.

12. Restriction on shifting of coaching center

Coaching center shall be conducting coaching only at the place indicated in the registration certificate and shall not be shifted to any other place than its registered place, without the prior written approval of the Competent Authority in that behalf.

13. Enquiry of activities of the coaching center

The competent authority, or any other officer authorized by the appropriate government shall conduct continuous monitoring of the activities of the coaching center and enquire any coaching center regarding the fulfillment of required eligibility of registration and satisfactory activities of the coaching center.

14. Disposal of complaints

(i) A complaint may be filed before the competent authority against the coaching centers by the student, parent or tutor / employee of the coaching center and against the students / parents by the coaching centers. The complaints shall be disposed of within thirty days by the competent authority or by an inquiry committee constituted for the purpose by appropriate government.

(ii) After giving opportunity of hearing on the report of the competent authority or the inquiry committee as the case may be, the competent authority shall impose penalty or take action for cancellation of registration.

15. Penalties

(1) The competent authority shall have power of the civil courts. The competent authority shall have such power which is vested in the courts under Civil Procedure Code1908 (Central Act no.5 of 1908) for consideration of any suit namely:-

(i) To accept evidence with proof through affidavit;

(ii) To summon and to enforce attendance of any person, and his examination on oath;

(iii) To enforce production of records; and

(iv) To award cost.

(2) In case of violation of any of the terms and conditions of registration or general conditions, the coaching center shall be liable for penalties as follows:

(i) Rs. 25,000/- for first offence

(ii) Rs.1,00,000/-for the second offence

(iii) Revocation of registration for subsequent offence

16. Cancellation of registration

The certificate of registration granted to the coaching center, without prejudice to any other penal action that may be taken for violation of relevant law, at any time be cancelled, if the concerned competent authority is satisfied that the coaching center has contravened any of the provisions of the guidelines or violated any of the terms and conditions subject to which the registration was granted:

Provided that, no such order shall be passed by the competent authority without giving the holder of such certificate a reasonable opportunity of showing cause against the proposed order.

17. Procedure for Appeal

Any Person aggrieved by the order of refusal to register a coaching center or its renewal or cancellation of registration, may, within thirty days from the date of receipt of such order, appeal to the appellate authority in the manner as may be specified by the appropriate government.

Sd/- SARITA YADAV, IAS
Secretary to the Govt. of Nagaland.
Kohima, dated the 26th November, 2025.

NO. HTE/CC/1-4/2020/ 1917

Copy to:

1. The Secretary, Ministry of Education, Shastri Bhawan, New Delhi.
2. The Secretary to the Governor, Raj Bhawan, Nagaland, Kohima.
3. The Commissioner & Secretary to the Chief Minister, Nagaland, Kohima.
4. The P.S. to the Minister, Higher Education & Tourism Department, Nagaland, Kohima.
5. The P.S. to the Advisor, Technical Education & Transport, Nagaland, Kohima.
6. The Deputy Secretary, Cabinet Cell, Nagaland, Kohima.
7. The Deputy Secretary to the Chief Secretary, Nagaland, Kohima.
8. The Commissioner, Nagaland Kohima.
9. The Director, Higher Education, Nagaland, Kohima.
10. The Director, Technical Education, Nagaland, Kohima.
11. The Publisher, Nagaland Gazette, Nagaland, Kohima
12. Office copy / Guard file.

26/11/2025

(ANIMI LOTHA)
Joint Secretary to the Govt. of Nagaland

FORMAT FOR DISTRICT VERIFICATION OF COACHING CENTER

Particulars to be submitted to the Deputy Commissioner for registration of coaching center.

1. Name of the Coaching Center.....
2. Registered address of the Coaching Center.....

   .....
3. Organization status
   i. Private Limited ( )
   ii. Partnership ( )
   iii. Proprietorship ( )
4. District..... Pin code.....
5. Contact number.....E-mail.....
6. Website of the coaching center.....
7. Year of establishment.....
8. Intake capacity.....
9. Type of Coaching Center
   i. Competitive ( )
   ii. Academic support ( )
10. Whether Trade License obtained from Municipal Council/Town Council
    i. Yes / No (If yes, enclose license)
11. Whether the Coaching Center is run in
    i. Rented building ( )
    ii. Owned building ( )
12. Infrastructure requirements as per the guidelines
    i. Fire safety certificate (Yes / No)
    ii. Building safety certificate (Yes / No)
    iii. Emergency Services and Helpline contacts displayed (Yes / No)
    iv. CCTV cameras suitably installed (Yes / No)
    v. Separate toilet for Male and Female (Yes / No)
13. Details of Fees:

Sl No	Type of Fee	Amount
	Total	

14. Details of Faculty:

Sl. No	Name of Faculty	Educational Qualification	Experience	Subject(s) taught

15. Recommendations by District Level verification for coaching center:

16. Observation of State Level Committee for coaching center.

GOVERNMENT OF NAGALAND
DIRECTORATE OF HIGHER EDUCATION
NAGALAND, KOHIMA

CERTIFICATE OF REGISTRATION FOR COACHING CENTER

This registration certificate is issued to _____ (Name of the coaching center) for a period of two years w.e.f _____ till _____ basing on the District level verification report on fulfillment of the guidelines for coaching center and recommendations by the State Level Committee for coaching center.

CHAIRMAN
STATE LEVEL COMMITTEE

MEMBER SECRETARY
STATE LEVEL COMMITTEE

Annexure-2

GOVERNMENT OF NAGALAND
DIRECTORATE OF HIGHER EDUCATION
NAGALAND: KOHIMA.

Website: www.highereducation.nagaland.gov.in Email: dir.highedn@gmail.com

NO.HED/HOST/1/2018/ Kohima, dated the 10th April 2025.

GUIDELINES FOR HOSTEL OWNERS/WARDENS

(For Hostels having Eligibility Certificate from Higher Education, Nagaland)

1. The hostel owners/wardens should maintain a register with the following particulars of the hostellers:

   a) Name of the boarder. b) Date and Year of admission. c) Name of the college. d) Class and Course. e) Father's Name and Occupation. f) Permanent address. g) Recent passport/email/phone Number of the boarders is to be pasted/written against the boarder's name in the register.

   NOTE: The warden must be in the position to produce the above-mentioned register as and when asked by the Department of Higher Education, Nagaland, Kohima.
2. Appointment and keeping of a proper warden is compulsory to look after the welfare of the hostellers.
3. Hostels for boys and girls must be maintained in separate buildings with separate wardens. (i.e. male warden for boys & female warden for girls).
4. Hostels should provide a healthy diet to the hostellers and offer facilities such as proper rooms/chairs/tables/book racks/beds/drinking water etc.
5. The location of the hostel should be in a healthy environment free from vices and disturbances.
6. Raging in any form shall not be allowed.
7. Career Guidance/Counselling/Character moulding activities like Sports, Music etc., should be imparted and encouraged.
8. The warden must strictly enforce the daily study routine and hostel rules framed by the hostel authority.
9. The use of a double-decker bed is not advisable for college-going hostellers.
10. If the hostel owner wants to close their hostel, they should surrender the original registration certificate issued by the Department to the undersigned authority.
11. To increase the intake capacity of the hostellers, the hostel owner must get permission from the Department by submitting an application and surrendering the original copy of the Eligibility Certificate issued by the Department.
12. Change of hostel location and name of the hostel must be done with the knowledge of this Department.
13. Surprise checks would be conducted by the Department at any time without prior information to the hostel Warden/Owner.
14. The hostel form issued by the Department is meant for genuine hostellers therefore, it should not be misused.
15. The Hostel Eligibility Certificate issued by this Department will be treated as permanent only after the inspection is done.

16. The Department shall charge ₹1000/- for every New/Renewal Hostel Eligibility Certificate to meet the correspondence and verification expenses. (Revision of the rate shall take place from time to time depending upon the need and requirement).
17. The Department shall charge ₹20/- for scholarship hostel form with effect from the Academic Session 2025-26. (Revision of the rate shall take place from time to time depending upon the need and requirement).
18. In case of any correction in the Hostel Eligibility Certificate, the proprietor may apply with a payment of ₹200/-.
19. In the event of the detection of any malpractices, the Department shall cancel the Hostel Eligibility Certificate and necessary action will be taken against the responsible proprietors.
20. The Guidelines/Rules being issued by the Department must be strictly followed. (Not adhering to the guidelines is liable to cancellation of the Hostel Eligibility Certificate).
21. This Hostel Eligibility Certificate is not transferable, change of ownership or selling of the Hostel Eligibility Certificate is not allowed.
22. The Hostel Eligibility Certificate shall be mandatory to renew once in every five years. Hostels failing to renew within the stipulated time shall be considered null and void.
23. It is cautioned that the Department issues this Hostel Eligibility Certificate only to facilitate hostel forms for Post Matric Students residing in the Hostels under the provision of Scholarship guidelines. Therefore, the Department is not liable for any misuse of the Hostel Certificate.
24. In case of any differences, the decision of the Department will be final.

10/4/25

(V. LOVITOLY SEMA), NCS
Ex-officio Director
Higher Education, Nagaland: Kohima