



हेमवती नन्दन बहुगुणा गढ़वाल विश्वविद्यालय
Hemvati Nandan Bahuguna Garhwal University
श्रीनगर गढ़वाल (उत्तराखण्ड)–246174
Srinagar Garhwal (Uttarakhand) - 246174
(केन्द्रीय विश्वविद्यालय)
(A Central University)

पत्रांक : हे.न.ब.ग.वि.वि. / मान्यता / 2025 /

दिनांक : 03 / 12 / 2025

Office Order (408)

All colleges/institutes temporarily affiliated with HNB Garhwal University are hereby notified that the application process for the extension of temporary affiliation for the **Academic Session 2026-27** will be conducted via the **Samarth Portal** from **December 15, 2025, to January 15, 2026**.

Note: As per the decision of Authorities of University it is to be noted that no new courses or additional seats shall be considered for extension of Temporary Affiliation.

To initiate the application process, it is mandatory for all colleges/institutes to complete the **College Profile** on the Samarth Portal. The "College Profile" section is accessible from **January 15, 2026**, to facilitate this process.

I. Steps to Complete the College/ institute Profile:

1. Log in to the Samarth account assigned to your college.
2. Navigate to the "**Governance**" section in the left-hand menu.
3. Select "**Dashboard**" under the "**Affiliation**" card.
4. Click on "**Start**" under the College Profile section.
5. Complete all mandatory fields in each section, upload the required documents, and use the "**Save and Next**" button to proceed. To view all fields within a section, click on the section name in the left-hand menu.
6. After completing all sections, click "**Submit**" to finalize the College Profile.

The submitted College/institute Profile will be reviewed by the University. If discrepancies are identified, the profile may be returned for resubmission. Upon approval of the College/institute Profile, colleges will be able to access the Affiliation Application from **January 20, 2026, onwards**.

II. Steps to Access and Submit the Affiliation Application:

1. Log in to the Samarth account and follow the steps outlined above (Steps 1 to 3).
2. Click "**Apply for Affiliation**" in the left-hand menu.
3. Select the programmes (existing) for extension of temporary affiliation.
 - For **BA/B.Sc/B.Com NEP-Based Programmes**, select the **Major/Core Subjects**, and in the **Minor Subject** field, select the same subjects as chosen for Major/Core.
4. Click "**Start Application**" to begin.
5. Complete all mandatory fields, and use the "**Save and Next**" button to proceed.
6. Click "**Submit**" to finalize the application. The application will then be submitted to University for approval.
7. Post-approval, Colleges can proceed to pay the prescribed fees in "Affiliation Application List" section of the Affiliation Module on the Samarth Portal as follows:
 - **₹10,000** per programme
 - **₹86,500** as Inspection Fees

III. Submission of Hard Copies to the University:

Along with the submission of the online application and payment of fees via the Samarth Portal, colleges/institutes must submit the following documents in hard copy to the University by **January 20, 2026** also submit the soft copy on the SAMARTH Portal:

1. **Annexure-I:** Proforma for Extension of Temporary Affiliation
(<https://hnbgu.ac.in/sites/default/files/2025-01/Annexure-I%20-%20Proforma.docx>)
2. **Annexure-II:** Affidavit (as per UGC Affiliation Regulations, 2009)
(<https://hnbgu.ac.in/sites/default/files/2025-01/Annexure-II%20-%20Affidavit.docx>)
3. **Annexure-III:** Checklist of Certified Documents (<https://hnbgu.ac.in/sites/default/files/2025-01/Annexure-III%20-%20Checklist.docx>)

Additionally, all colleges/institutes are advised to carefully review:


- **Annexure-IV:** Guidelines and Procedure for Continuation/Extension of Affiliation for the Academic Session-2024(<https://hnbgu.ac.in/sites/default/files/2025-01/ANNEXURE-IV%20-%20General%20Conditions%20and%20Guidelines.pdf>)

For any queries or technical assistance, please contact the Affiliation Section at affiliationsectionhnbgu@gmail.com.


Registrar


Copy for information and necessary action to:-

1. All Principals/Directors of the affiliated colleges/institute of the University.
2. System manger (I/C) with the request to upload the circular on university website.
3. PS to Registrar/FO/COE for kind information.
4. PS to VC for kind information of Hon'ble VC.
5. Chairman, Standing Committee (affiliation).


Registrar