

**MINISTRY OF SCIENCE & TECHNOLOGY  
DEPT. OF SCIENCE & TECHNOLOGY  
INSPIRE PROGRAM DIVISION  
NEW DELHI**

**GUIDELINES FOR ADDING COLLEGE/ UNIVERSITY NAME**

To add any college or University name on ONLINE INSPIRE web portal, The concerned College or University authority shall contact INSPIRE PROGRAMME DIVISION, at the Ministry of Science & Technology, Department of Science and Technology (DST), Technology Bhawan, New Mehrauli Road, New Delhi (Mr. Manish Kumar, JTA, Room No.30, TIFAC, S&T Block-III) either in person (**College or University Representative with valid ID card**) or by post well in advance (at least 30 days) before submission of application to the Portal with valid documents. The valid documents are

- 1) Letter from Principal or Director of College on the Letter head.
- 2) UGC recognized Certificate
- 3) University affiliation Certificate

Link: [www.online-inspire.gov.in/Announcement/view/Guidelines for Adding College Name.pdf](http://www.online-inspire.gov.in/Announcement/view/Guidelines%20for%20Adding%20College%20Name.pdf)

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