

# **Standard Operation Procedure (SOP) for Domain Name Registration for Academic Institutions under ac.in, edu.in, res.in and विद्या.भारत**

ERNET India is a Govt. authorized exclusive domain registrar for registering domain names under ac.in, edu.in, res.in and विद्या.भारत. ERNET India allocates domain names as per guidelines/SOP in order to cater to the growing requirements as well as to provide greater clarity for registration under ac.in, edu.in, res.in and विद्या.भारत.

The new T&C/ SOP supersedes all earlier T&C and are applicable with effect from 04.06.2020 for registration of domain name for academic or research institutions. Hence, under new terms & conditions, no references to past cases of domain assignments shall be made to qualify to obtain domain name since they predate the new terms. This is because under the new terms, domain assignment is reserved only for educational institutions dedicated solely to education.

## **Definition of Academic/ Educational/ Research Institution/ or Organization**

Academic institution is an educational institution dedicated to education and /or research, which grants academic degrees i.e recognised completion of studies at a school, college or university levels. Vocational/professional institution dedicated to academic courses such as technical studies and vocational training is also referred to as academic institution

The word 'academic institution' or 'organization' will be referred in the entire document for all kind of academic/ educational or research institution/ organization.

## **Terms & Conditions**

### **Requirements for Domain Registration:**

Eligible institution must apply domain name online at [www.registry.ernet.in](http://www.registry.ernet.in). Institute has to submit undertaking on stamp paper (Annexure-'A'), application letter for domain registration (Annexure-'B') and other documents as mentioned in Annexure-'C'. All these annexures/documents have to be uploaded in PDF format and make payment through online mode (Internet banking or NEFT/ IMPS/ UPI etc). The true copies of recognition/ or affiliation certificate(s), original undertaking on stamp paper and application letter may be sent to ERNET India, New Delhi office, within 10 days of submission of online application.

1. Eligibility for registration of domain under ac.in, edu.in, res.in and विद्या.भारत at the third level:
  - i) All the primary and secondary schools affiliated with central (ie CBSE/ ICSE) or recognized by Central/ State Government Educational Boards etc;
  - ii) All Government approved/ Recognized/ or Affiliated Academic Institutions/ Organization ##

- iii) All Research institutes/organization involved in research work having documentary proof of their mandate/copy of Registration paper/letter from Govt. or Govt. recognized organization
- iv) Organization/ institutions registered under Skill Development Ministry are eligible for academic domain names subject to their certificate/ diploma course are recognized
- v) NGO/ Coaching/ preparatory training institute are not eligible for edu.in, ac.in, res.in or विद्या.भारत domain. Institute registered under shop and establishment act is also not eligible.
- vi) Commercial Organizations registered under MCA/commerce or other similar ministries but not offering certificate/ degree/diploma courses recognized by UGC/ AICTE/ or University or by central/ state Government are not eligible for academic domains.
- vii) Private societies/Trust/ schemes/ projects/ events shall not be eligible for registration under edu.in, ac.in, res.in and विद्या°भारत. However academic organization/ Institutions run/opened under such societies/trust will be eligible for registration of domain in the name of that recognized academic organization/ Institution on submission of required documents annexed at Annexure-‘C’.
- viii) Govt. Autonomous bodies/ or Societies are eligible for academic domains if their course/certificates are recognized by Govt.
- ix) In case recognized University/ or College/ Research institute willing to register for additional domain for research activities or for the internal department, then domain allotment will be considered on case to case basis on submission of required documents.

## 2. Domain Naming Guidelines

- Allocation of edu.in, ac.in, res.in and विद्या.भारत domain shall conform to standard domain naming conventions of .IN Registry and WHOIS safeguards.
- Generic domain name, and individual Person’s name based domain name shall be ineligible for registration under edu.in, ac.in, res.in and विद्या°भारत. Domain name should match with Institute's/college/university/school full name or in abbreviated form.
- The requested domain name of any private organization should not be similar to any Government Organization (full or abbreviated) or country name. For example educational Institute like “Ganesh Onkara Institute”, should not request domain name like GOI.AC.IN or GOI.EDU.IN or GOI.RES.IN as GOI is used for Government of India or Uttrakhand Girls College should not apply for UGC.AC.IN or UGC.EDU.IN (As UGC is for University Grant Commission) or Uttam Sanskrit Academic should not apply for USA.AC.IN or USA.EDU.IN(as USA is country name).Domain name similar to reputed Institutes like IIT, AIIMS, JNU, CSIR, NPL etc will not be allotted to other than these institutions.
- For Domain Naming conventions [click here](#).

3. Allocation of edu.in, ac.in, res.in and विद्या.भारत domain will be in conformity with [.IN Domain Name Dispute Resolution Policy \(INDRP\)](#) as modified from time to time.
4. Single Domain name will not be allotted to any institution/trust/society/organization for its group of schools/ colleges etc. Institute/trust/society/organization has to register separate individual domain name for its each of recognized academic institution.
5. Domain owner institution/organization should submit documents along with undertaking on periodic basis in every 2 years or at the time of renewal of domain whichever is earlier, that there is no change in management/ admin rights etc. In case of change in management/ authorized officer/ nodal officer etc this should be bring into the notice of domain registrar i.e ERNET India in writing on letterhead of the institute duly signed by head of the institute within 15 days of such change.
6. Suspension/ freezing of domains allocated earlier at the third level under edu.in, ac.in, res.in and विद्या.भारत domain zone may result:
  - i) If documents submitted for domain registration is found fake/forged/wrong.
  - ii) If found later that domain is being used for other than educational or research purpose
  - iii) If any contact information or any other information given while registration of domain is found inaccurate or suppressed
  - iv) If in future there is any dispute among management regarding Institute" s and domain name ownership / Management / Head of organization
  - v) If any fraudulent activity is found on the Website of the registered domain
7. In future, if any dispute arises regarding office bearer / Management / Head of organization/ Supremacy/ Powers etc in private colleges/ schools, or autonomous institutions/ or private Universities, ERNET India will not be held responsible for any ownership of domain or institute. No one from institution will make ERNET India a party in the court. In such situation, ERNET India will suspend/ freeze that domain name.
8. ERNET India, its management, affiliates, officers, and customers indemnified and harmless from and against any and all costs, liabilities, losses, and expenses (including, but not limited to, reasonable attorneys' fees) arising out of any claim, suit, action or proceeding for any act(s) and omissions of the institute.
9. All Policies issued by .IN Registry from time to time will be adhered.

**## Definition of Recognition / or Affiliation/ Government Approval of Academic Institutions:**

- ✓ Colleges either recognized by Central/ State Government agencies or affiliated with Universities;
- ✓ Universities approved by UGC or Central/ State Governments;
- ✓ Technical institutions/ colleges recognized by AICTE, State Government Technical board, NCTE etc;
- ✓ Vocational Training institute recognized by State Govt Vocational Training Council etc.;
- ✓ The skill development centres recognized by Skill development state or central Govt Ministry.
- ✓ Government accredited institutions imparting recognised educational courses