

**RULES FOR AFFILIATION OF EDUCATIONAL INSTITUTIONS IN PUBLIC
SECTOR WITH THE UNIVERSITY OF MALAKAND**

TITLE:

- a. Whereas it is expedient to lay down procedure for the disposal of application for the grant of the affiliation to educational institutions (in public sector) by the University of Malakand, the following Rules are hereby framed under Section 27 (1) of the University of Malakand Regulation-2001.

These Rules may be called the University of Malakand “Affiliation of Public Sector Educational Institutions Rules-2007”.

COMMENCEMENT:

- b. These rules shall come into force with immediate effect.

APPLICATION:

- c. These rules shall apply to all educational institutions established by the Government (Provincial & Federal) seeking affiliation with the University of Malakand.

DEFINITIONS:

- d. In these rules unless there is anything repugnant in the subject or context:
- a) “University” means the “University of Malakand”.
 - b) “Affiliation” means affiliation with the University.
 - c) “Affiliation Committee” means the Affiliation Committee of the University constituted under Section- 11(1) of the schedule of University of Malakand Regulation 2001.
 - d) “Inspection Committee” means a Committee constituted by the Vice- Chancellor under the rules for inspection of the Educational Institution established by the Government seeking affiliation.
 - e) All other terms and expressions shall have the same meanings as assigned to them under Section 2 of the University of Malakand Regulation-2001.

RULES

1. The Educational Institution, desirous of seeking affiliation, shall initiate the process for the purpose as soon as possible, at least six months before the commencement of examination.
2. Before or after establishment of an educational institution by the Government, the Principal/Head of the institutions concerned through the Directorate of Education shall send a formal application to the Registrar along with a complete statement under each of the sub-section of Section 28 of the University of Malakand Regulation 2001.
3. All such applications shall be submitted along with a Bank Draft of Rs. 6000/00 Six thousand, non-refundable) in the name of the Director Finance, University of Malakand. This amount shall be charged on first application.
4. Those (Public Sector) institutions running Self — Finance/Self — Support Programmes shall remit Rs.50,000/00 (Rupees Fifty thousand only), for each Degree Course/Discipline/Diploma/Certificate:
 - a. Rs. 10,000/00 application fee, (Non-Refundable).
 - b. Rs. 40,000/00 inspection fee, (refundable only in case of non — inspection of the proposed institution).

- c. 50% of the inspection fee i.e. (b) above (refundable in case affiliation is not granted to the institute).

(No application for affiliation shall be entertained, unless the required fee is credited to the University).

5. In case of subsequent applications for affiliation in any additional subject(s), the procedure in Section 3 of the rules shall be followed.
6. The Registrar office, after satisfying with regard to the completeness of the application in all respects shall furnish a copy of the questionnaire, appended to these rules as Appendix, to the Head of the Institution concerned.
7. On receipt of replies to the questionnaire, the details shall be examined by the Registrar's office and an Inspection Committee be proposed to the Vice-Chancellor for approval to visit the institute concerned as under:
 - a)
 1. Dean or Professor of the relevant faculty.
 2. Head or Professor or Associate Professor of the concerned discipline.
 3. Registrar or his nominee.
 4. Director of Education (Colleges) or his nominee (Co-opted member)
 - b) Any other member from the University of Malakand,
8. The Affiliation Committee may call the Head of the institute so that he could reply to queries. The T.A / D.A. shall be borne by the institution not the University.
9. If the Affiliation Committee is satisfied with the statements, it may recommend provisional affiliation to the institute concerned.
10. The recommendation of Affiliation Committee shall be placed before the Syndicate for approval. However, to avoid delay, the Vice-Chancellor may grant provisional affiliation in anticipation of the approval of the Syndicate.
11. The Educational Institution affiliated to the University of Malakand shall be governed by the Statutes, Bye-Laws, Rules framed by the University from time to time regarding:
 - i. general scheme of studies;
 - ii. duration of the courses;
 - iii. medium of instruction and examinations;
 - iv. conditions of admission to the courses;
 - v. detailed syllabi for the examination held by the University.
 - vi. conditions under which students shall be admitted to the examination of the University.
 - vii. students discipline, their supervision and control of their hostel and extracurricular activities;
 - viii. health and general welfare of the students; and
 - ix. ratio between teachers and students and the total work load of a teacher.
12. a. Every educational institution affiliated to the University shall regularly pay Rs. 5000/00 annually as Affiliation Renewal Fee before 31st December of each year, it should be reviewed after every three years.
 - b. In case of new colleges, the Affiliation Renewal Fee shall be charged as follow:

- i. First two years Rs. 1000/00 per annum.
 - ii. Third year and onwards Rs 5000 per annum.
13. Those [Public Sector] Educational Institutions running self-Finance/Self- Support programmes, shall pay the Annual Affiliation Renewal Fee @7.5% of the total charges per student admitted.
14. The teaching staff of the education institution shall possess such qualification as may be prescribed by the Government of N.W.F.P/Higher Education Commission.
15. An Inspection of every affiliated educational institution shall be held from time to time at least once a year by the Inspection Team constituted by the Vice_ Chancellor of the University of Malakand. In case of any violation action shall be taken against any institution under Section 31 of the University of Malakand Regulation 2001.
16. Affiliation Criteria/Guidelines of Higher Education Commission will also applicable on the institutions seeking affiliation with the University of Malakand.

**QUESTIONNAIRE FOR THE AFFILIATION OF EDUCATIONAL
INSTITUTION IN PUBLIC SECTOR, WITH THE
UNIVERSITY OF MALAKAND.**

1. Name and address of the Institution: _____
2. Established by _____
3. Notification No. _____
4. Name of Principal _____
5. Phone Office: _____
Residence: _____
6. Staff list:

(Give the following information)

- i) Name of teachers (with full academic qualifications)

- ii) Designation.

- iii) Date of appointment:
 - a. Adhoc

 - b. Permanent

- iv) Subject taught.

- v) Period per week.

7. Affiliation:

- i) Subjects in which affiliation is sought.

1	5
2	6
3	7
4	8
- ii) Subject in which the institution is already affiliated:
 - 1.
 - 2.
 - 3.
 - 4.

8. Students: Number of students subject-wise.

Pre-Medical _____

Pre-Engineering _____

Humanities _____

9. Hostel available or not. _____

10. Tuition Fee: _____

11. Physical Facilities:

i. Lecturer Rooms _____

ii. Furniture _____

iii. Laboratory and apparatus _____

iv. Other Rooms _____

v. Other facilities _____

12. Library:

i. Physical Facilities _____

ii. Librarian: _____

(Whether qualified and whole Time) _____

iii. Total number of Books _____

iv. Number of Books subject-wise _____

13. Efficiency & Discipline of Students, Staff and other Employees. State whether, the institute has proper rules regarding the efficiency and discipline for students, teachers and other employees.

14. Sports:

Are play-grounds/facilities for different games available? _____

15. General:

i. Societies

ii. Name of Student Magazine (if any)

Dated: _____

Signature of Head of
Educational Institution