



PROCEDURE/STEPS FOR AFFILIATION OF EDUCATIONAL INSTITUTES/COLLEGES PUBLIC/PRIVATE WITH UNIVERSITY OF HARIPUR

Following are the procedures/steps followed by the Directorate of Affiliated Institutions for providing affiliation in new disciplines or program/s:

1. Head of Department or Principal of college/institution shall submit an application on his/her letter head to Registrar requesting for affiliation mentioning the discipline.
2. Directorate of Affiliation with the consent of competent authority shall reply to the application/letter along with the prescribed affiliation proforma, in case University is willing to allow the requested affiliation.
3. Head of educational institute/college shall submit the prescribed proforma/questioner complete in all respects to the Director Affiliated Institutions, the University of Haripur.
4. The Director Affiliated Institutions after examining the documents and if found complete in all respects shall propose to the Vice Chancellor through Registrar for constitution of Inspection Committee for visiting the college/institute concerned.
5. The Inspection Committee shall inspect/examine the institution/college in accordance with the KP Universities Act 2016, Statutes of the University of Haripur (Affiliation and Disaffiliation of the Educational Institutes and Related Matters Statutes, 2016) and the information provided in the questioner.
6. The members of Inspection Committee shall submit the recommendations on ***Individual Evaluation Proforma*** to Director Affiliated Institutions.
7. Director Affiliated Institutions after having the complete case shall forward a request to Registrar to call meeting of Affiliation Committee.
8. Affiliation Committee may simply recommend or refuse the affiliation of the Institution (Based on the information provided).
9. Recommendation of the Affiliation Committee shall be placed before the Syndicate for approval.
10. After approval granted by the Syndicate the institution/college shall be granted affiliation with the University of Haripur.
11. College/Institute cannot offer admissions or enroll students unless until it gets the affiliation letter.

=====

Note: -(i). *No application shall be entertained for further process or inspection until the application processing fee and inspection fee (both non-returnable) are duly deposited.*

(ii). *Submission of the affiliation fee (non-refundable) is mandatory for the college/institute seeking affiliation after the decision of affiliation is made by the syndicate.*

(iii). *There shall be no conditional affiliation, if any of the requirements and facilities are deficient or in-adequate.*