Flow Chart of Affiliation Procedure

Step 1

For the initiation of process the Principal/Head shall submit a formal application to the Registrar on the prescribed performa/questionnaire (Annexure A) to be obtained from the office of the Registrar, complete in all respects, as required under sub-sections and clauses of Section 32 of The Khyber Pakhtunkhwa Universities (Amendment) Act 2016 at least three months before the commencement of admissions

Step 2

All such applications shall be submitted along with application and Inspection Fee (non-refundable), remitted to Shaheed Benazir Bhutto Women University Peshawar Account. Provided that no application for affiliation shall be entertained, unless the required fee is credited to the University.

Step 3

If the Registrar, after examining the documents, is satisfied that the prescribed requirements have been fulfilled, he may propose to the Vice Chancellar, the appointment of an Inspection Committee for visiting the College/Institute concerned. The Inspection Committee shall examine the educational Institute in the light of the provisions of The Kinyber Pakhtunkhwa Universities (Amendment) Act 2016 and the information supplied through the questionnaire.

Step 5

The recommendation of the Affiliation Committee shall be placed before the Syndicate for approval. However, to avoid delay, for reasons to be recorded, the Vice Chancellar may grant affiliation in anticipation of the approval of the Syndicate.

Step 4

The Inspection Committee shall submit its report to the Affiliation Committee for each discipline separately. If the Affiliation Committee is satisfied with the statements, it may recommend affiliation of the Institute concerned

Note: In case of subsequent applications for affiliation in any additional subject(s), the College / Institute shall deposit Re-Inspection fee at the rate prescribed by Syndicate for each subject and the procedure in section 6.1 of the Statutes shall be followed.