

## **AFFILIATION CRITERIA/PRE-REQUISITES FOR AFFILIATION AT SSC & HSSC LEVEL**

1. The building shall have the following accommodation which shall be used exclusively for the purpose of school/college. No institution shall be granted affiliation which is established in a building having a land area less than 4500 sqft.
  - i. Minimum size of class rooms shall not be less than 250 sqft with maximum strength of 25 students. If students in one class room exceed 25 students then they must be shifted in room bigger than 250 sqft or a separate section/class room must be made available. At least 10 sqft per student must be made available in class room.
  - ii. Separate class rooms for each group offered by institute at SSC & HSSC level are required.
  - iii. Preferably 3 separate laboratories for each discipline of Science shall be established at **SSC** level with minimum area of 300 sqft for each laboratory. However one spacious laboratory with minimum area of 400 sqft is also acceptable for all disciplines of Science whereas at **HSSC** level 3 separate laboratories are pre-requisites for affiliation in Science group(s). All laboratories should be well equipped with provision of adequate apparatus for the strength of 25 students at a time, water, gas, exhaust fans, fire extinguishers facilities, etc. Schedule and list of practicals shall be displayed on charts. Labeled models/charts shall also be made available in Science Labs.
  - iv. Computer laboratories shall be established in case institute is seeking affiliation in Computer Science subject. It shall have minimum area of 300 sqft and be equipped with up-to-date accessories and at-least 15 latest Personal Computers, Networking, printers and Air Conditioning.
  - v. Library with at least 3000 worth reading books established in room having minimum area of 300 sqft.
  - vi. All offices i.e. Principal's office, staff room, visitor room, admin/account office shall have minimum area of 200 sqft.
  - vii. Separate staff rooms shall be arranged / established for both male and female staff.
  - viii. Minimum space of 100 sqft shall be allocated for canteen / tuck shop.
  - ix. Separate blocks for girls and boys wash rooms shall be arranged in case of co-education.
  - x. Open area (excluding roof of building) shall be provided for morning assembly & sports activities. Minimum pre-requisite is 20 % of covered area.
  - xi. A designated Examination hall/covered space having minimum area of 3000 sqft shall be made available to qualify the criteria of affiliation. In case of non-availability of examination hall in the premises institute shall be bound to construct examination hall within two years of affiliation. For time gap arrangements institute shall contribute in the expenses incurred for provision of space for examination purpose. A cluster of institution may be determined for said purpose. Affidavit in this regard shall be provided by the institution.
  - xii. CCTV cameras alongwith allied infrastructure in the examination premises/halls are required.
2. The institute, other than the government, situated outside Islamabad Capital Territory shall work under the management of regularly constituted and duly registered body.
3. Privately managed institution situated in Islamabad Capital Territory shall get itself registered with Private Educational Institutions Regularity Authority (PEIRA).

**Note: Affiliation rules available at FBISE website may be consulted for further guidance.**