

## CRITERIA FOR AFFILIATION OF ONLINE EDUCATION SYSTEMS

- i. Audio, Video studio with installed equipments for taking online classes having minimum 400sqft and Internet connection with minimum dedicated 20 Mbps Band width.
- ii. Technical Requirements:
  - a. Apache server or any other Cloud-based Virtual Private Server or dedicated server
  - b. SSD storage
  - c. Unlimited/ atleast dedicated 20 Mbps band width
  - d. 10TB+ storage capacity
  - e. DDos Protection
  - f. Web security for injection, XXS & CSRF
  - g. Server Malware Scanning
  - h. Edge caching for speed
  - i. Load Balancing (According to the number of students)
  - j. Integration API's
  - k. SSL certificate
  - l. MySQL Database
  - m. Software for lectures recording
  - n. Office 365 development
  - o. High quality microphones
  - p. Lectures Recording equipment
  - q. Laptop/PC's
  - r. Cameras
  - s. Student Management Software/LMS (The institute shall be responsible for maintaining database of LMS at FBISE).
  - t. Daily backups (Server Database & Lectures)
  - u. Formative assessment of students attending online classes shall be shared with FBISE.
- iii. Teaching faculty having at least second-class Master Degree or Equivalent qualification with 5 years teaching experience (relaxable in case of less developed/remote areas only) and Diploma/Certificate course in Computer Science from a University/Institute recognised by HEC.
- iv. Teachers Bio data shall be provided to the FBISE and communicate to the Board office in case of any change on urgent basis.
- v. FBISE affiliated institutions shall provide facility for conduct of practical's and cost shall be borne by online schools.
- vi. Provision of Online library for students or membership with renowned online libraries having relevant study material.
- vii. Examination shall be held in the examination centres established by the FBISE. Special examination centre shall be established according to laid down procedure and fee, in the areas/ countries where at least one affiliated physical institute is available.
- viii. Teaching/learning activities shall be monitored by the FBISE.
- ix. Fee schedule for the students shall be approved by the concerned Regulatory Authorities and be shared with the FBISE.
- x. All existing rules regarding Registration and Conduct of examination shall be applied on the online school as well.
- xi. The requirement of screen time of student shall be 75% of the total allocated time period.
- xii. Digital contents used for the blended learning shall be strictly in accordance with the National Curriculum of Pakistan.
- xiii. All the National and International laws related to the cyber crime shall be applicable on the online school.
- xiv. Such Institution also to ensure compliance of curriculum in terms of oral and written assignments (objective & subjective) and shall be conducted on weekly basis.
- xv. In case of any difficulty, The Chairman, shall be the sole authority to decide.
- xvi. 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.
- xvii. All offices i.e. Principal's office, staff room, visitor room, admin/account office shall have minimum area of 200 sqft.
- xviii. Separate staff rooms shall be arranged / established for both male and female staff.
- xix. Minimum space of 100 sqft shall be allocated for canteen / tuck shop.
- xx. Separate blocks for girls and boys wash rooms shall be arranged in case of co-education.
- xxi. Open area (excluding roof of building) shall be provided for morning assembly & sports activities. Minimum pre-requisite is 20 % of covered area.
- xxii. 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.
- xxiii. CCTV cameras alongwith allied infrastructures in the examination premises/halls are required.
- xxiv. The institute, other than the government, situated outside Islamabad Capital Territory shall work under the management of regularly constituted and duly registered body.
- xxv. Privately managed institution situated in Islamabad Capital Territory shall get itself registered with Private Educational Institutions Regularity Authority (PEIRA).

### **Note:**

1. Affiliation rules available at FBISE website may be consulted for further guidance.
2. The institution shall not ask for conduct of examinations of students in their own premises as the same is not covered under the FBISE rules.