

GUIDELINES FOR REGISTRATION

Any institution seeking registration with the National Accreditation Council must document its compliance with each of the following conditions:

1. The institution has a structure of governance which formulates general policies and exercises authority over the implementation of academic programmes.
2. The institution has a clearly defined and published statement of purpose (Mission Statement).
3. The institution has published admission policies compatible with its stated purpose.
4. The institution offers one or more educational programmes consistent with its mission.
5. The institution enrolls students in at least one post secondary/tertiary education programme (normally requiring at least one academic year for completion) and has students actively pursuing such a programme at the time of the Council's evaluation.
6. The institution has an evaluation process which assists students in attaining a certificate, diploma or degree.
7. The institution has a plan, as well as a planning and evaluation process, which addresses its educational, physical and financial growth.
8. The institution owns sufficient learning resources or ensures the provision of access to adequate learning resources and services required to support the courses and programmes offered.
9. The institution has available an audited statement made within the year prior to the Council's visit.
10. The institution has an adequate academic staff as well as administrative and technical support in terms of quality and quantity.
11. The institution has adequate accommodation.

PS: Registration fee is the sum of \$50,000.00 (non-refundable) and should be made payable by Manager's Cheque to the National Accreditation Council.