

# FORM OF APPLICATION FOR AFFILIATION OF NEW COLLEGE

To,

The Chairman,  
Board of Intermediate &  
Secondary Education,

Sir,

I have the honour to apply for affiliation to the Board for College  
which the \_\_\_\_\_  
proposes to start at \_\_\_\_\_ form \_\_\_\_\_  
It is proposed to start the \_\_\_\_\_  
Classes in the first instance and eventually to develop the Institution into a  
fullfledged College teaching Course Leading upto  
the \_\_\_\_\_ Degree.

PLACE \_\_\_\_\_

Your's Obedintly

DATED \_\_\_\_\_

a) The Proposed College will be under the management of the \_\_\_\_\_ Which  
is regularly governing Body. The Constitution Powers and Personnel of the said governing  
body are as under:-

- 1) Constitution.
- 2) Powers.
- 3) Personnel.

I enclosed herewith a true copy of Certificate of registration of the said society  
(Vide Appendix - A).

b) The qualifications of the teaching staff and the conditions governing their  
tenure of office are such as to made due provision for the Course of Institution to be under  
taken by the College.

Mr. \_\_\_\_\_ will be the  
acting Principal of the College, His Salary, grade qualification and experience are as follows:

The following members of the teaching staff, in additions to the Principal have been appointed on the Salaries, ~~in the~~ grades and on the terms and conditions mentioned against each of them:-

1) A typed or printed Statement, giving the qualifications and experience, should be attached and marked (Appendix - B).

2)

3)

The following teaching posts, with the qualifications required for and the terms and conditions of service in respect of each of them will be created and filled up for teaching the subject and courses in which affiliation is sought:-

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Here give the name of the Society, Government of Pakistan State or other Body of Institution which is making the application.

If the space under any head in this form is found insufficient the applicant should give the required information in a separate slip attached to the application form.

This form should be followed, as far as possible, in the case of an application for constitution or extension of affiliation.

Strike off where unnecessary.

1) (A typed or printed statement giving the designation and qualifications, Scales of pay and other terms and conditions of Service in detail, in respect of the posts which have yet to be filled up should be attached and marked Appendix-C.

2)

3)

The building in which College is to be located are suitable. I enclose herewith detailed plans vide Appendix-D (with dimensions of the rooms) of the existing buildings, proposed for the College, the students hostel and the College play - grounds. It is proposed to make the following provision for games and sports for the physical training of students, and for medical aid:-

d) The Library will be located in \_\_\_\_\_ and will cover an area of \_\_\_\_\_ Sq. feet. It will be



equipped with suitable books on which it is proposed to incur an initial outlay of Rs\_\_\_\_\_.

e) The following arrangements have been / will be made for experimental and or clinical work in connection with the Branches of Science in which affiliation is sought.

(A Statement showing details of the accommodation, equipment and apparatus of the Laboratory and / or museum for each branch of Science should be attached and marked Appendix - E)

f) The following provision has been / will be made for residence of the Principal and two / three members of the teaching staff in or near the College and / or students hostel and for the members of the teaching staff who will be in charge of the students Hostel.

(Detailed plans of the building and accommodation, showing distance from the College and hostel building should be annexed and marked Appendix-F).

g) The financial resources of the College or such as to make due provision for its continued maintenance (vide Appendix - G).

h) The fees fixed for the Course of instruction would not involve such competition with any existing College in the same neighbourhood as would be injurious to the interests of education.

They are as under:

I hereby give an assurance on behalf of the \_\_\_\_\_ College is affiliated, any transference of management and all changes in teaching staff will be forthwith reported to the syndicate.

Place \_\_\_\_\_

Dated \_\_\_\_\_

Sd

In the case of a medical College, the size and equipment, including number of beds, and strength of the residential and nursing staff of the Hospital where Clinical Instruction will be provided should be given.

In the case of an Engineering College the size & equipment of workshop should be given.

In the case of an agriculture College the area & situation

of the agricultural farm should be given.

A statement of the Capital resources proposed to be utilized for the building and equipment, the balance sheet of the assets and liabilities, if the College is run by Society Trust, the budget for the first two years and the provision for meeting possible deficits should be enclosed with this application.

