

Norms and Procedure for Accreditation
For Study Centers Located Outside India
for
Vocational Programmes and Courses

Norms and Procedure for Accreditation

3.1 Who can apply for Accreditation?

1. Following types of institutions/schools, based outside the country and who have a sense of commitment and desire to contribute towards developing a learning society, can apply to become an Accredited Vocational Institution(AVI) of NIOS, provided they satisfy the criteria laid down for accreditation:
 - a) The Institution/school must be affiliated to a recognized Board of that country for Secondary/Senior Secondary level Academic Programmes or
 - b) It is an NGO/ Registered Society of national repute, engaged in education and skill development training of children or of the specially abled children or engaged in philanthropic activities in the education/skill development sector.
2. The eligible institution/school may submit the application for the following:-
 - a) New Accreditation up to Secondary or Senior Secondary level or both.
 - b) Accreditation for Vocational Programmes and Courses related to NIOS including Yoga and Naturopathy and Yogic Sciences.
 - c) Up-gradation to Senior Secondary level, applicable in case of already accredited Institutions for Secondary level Programmes.
 - d) Increase in the number of seats, applicable in case of already accredited institutions.
 - e) Additional mediums of instruction, applicable in case of already accredited institutions whether academic or vocational.

3.2 Criteria for Accreditation

- a) Affiliated to a Recognized Board: The institution/school should be affiliated to a recognized board of that country whether National or State level Board for Secondary/Senior Secondary level programmes with appropriate infrastructure and teachers as relevant to those programmes (academic & vocational).

or

A Non Government Organisation (NGO)/Registered Society Trust of national repute, engaged in the education and skill development of the learners or specially abled children or engaged in philanthropic activities and getting a grant from the Government with appropriate infrastructure and teachers as relevant to those programmes (academic & vocational).

- b) Registered Society/Trust: Such affiliated schools/institutions other than those run by the Government or Autonomous organizations of the Government, should be run by a registered society/trust engaged in educational or skill development and training and is at least three years old. The Society should be registered under the Societies Registration Act of that Country or under Acts of the State Governments as educational, charitable or religious societies trusts.
- c) **In case of schools, NGOs or institutions located outside India, the concerned Embassy of India should recommend their names i.e. give NOC to the applying institution. For this a visit by the embassy personnel to the institution may be necessary. Hence the institutions first need to apply to the Indian Embassy / High Commission.**
- d): The Institute/school should have nonproprietary character of the Trust or Society running the school (to be shown by way of an affidavit), verifiable via appropriate documents.
- e) The institution/school seeking accreditation with NIOS is required to have sufficient infrastructure facilities as well as teaching faculty as under mentioned.

Essential Requirements

- i. **School/ Institutions Building and Land:** The Institution/school would require having ownership of requisite land in the name of the school or Society/Trust running the school or should have appropriate lease documents for a reasonable period of time.
- ii. **Class Rooms:** The institution/school would require to have properly ventilated and well lit class rooms to conduct contact sessions and examinations (if need be). The size of each classroom should not be less than 300 sq.ft. i.e. 15x20 sq.ft.
- iii. **Teaching Staff:** For the Secondary level, the Institution/school requires to have at least one trained graduate teacher in each subject. For Sr. Secondary level, the teaching staff would have to be Post Graduate and Trained (PGTs) in the respective subjects.
- iv. **For Vocational courses,** the concerned instructor/s/trainers should have requisite knowledge and skills for teaching a particular programme as per NIOS norms i.e. having certificate /diploma/degree/masters in the requisite skill (as per NIOS norms). The different vocational programmes /courses have different norms for trainers / faculty, these would need to be fulfilled.
- v. **Laboratories** and skill development labs as appropriate for that programmes or courses or subjects.

- vi. It is essential that the school would have one multipurpose Science Laboratory to conduct practical work in Science at the Secondary level. For Sr. Secondary level, the school should essentially have separate laboratories for Physics, Chemistry, Biology and Computer Science, respectively with appropriate apparatus and instruments for accreditation in all the subjects.
- vii. For vocational programmes, requisite infrastructure and skill development labs as per NIOS norms should be available which can be viewed at www.nios.ac.in under e-accreditation for vocational courses.
- viii. **Library Facilities:** The school would also have a separate library room having at least 2000 books in different school subjects.