



**National Business Education Accreditation
Council (NBEAC), Islamabad**
(A program of Higher Education Commission)
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NBEAC ACCREDITATION
Eligibility and Screening Policy 2017

Reference to the decision held in 17th Council meeting, all the Universities/ Business Schools who are applying for Accreditation, Reaccreditation or Revisit have to submit the complete form before submission of Self-Assessment Report. The policy also applies to all those Universities that are provided with extension period. The Eligibility Screening Committee (ESC) requested to fulfill the major deficiency before conducting the peer review visit.

- I. The following criteria are the pre-requisite of eligibility and screening policy.
 - i. Program started date: At least 3 batches of the degree should have passed to consider the program for accreditation.
 - a. BBA after 5.5 years of program started
 - b. MBA 1.5 after 2.5 years of program started
 - c. MBA 2.5 after 3.5 years of program started
 - d. MBA 3.5 after 5 years of program started
 - ii. Mission and Vision Statement
 - a. Vision and mission should exist, realistic and shared among the all stakeholders. Mission statement of business school is clear, current and aligned with its vision statement.
 - b. There should be documentary evidence that vision and mission are approved by any statutory body (not from individual competent authority).
 - c. The vision and mission should be displayed on the Department's webpage. There should be synchronization between both versions i.e. Presented to NBEAC and displayed on website.
 - iii. Strategic plan
 - a. Strategic Plan should exist for 03-05 years
 - iv. Faculty
 - a. There should be minimum of 15 full time faculty members related to Management Sciences/ Business Administration field.

- b. 03 faculty members at Prof/Associate Prof level are preferable however, minimum 02 Associate Professors and 03 at Assistant Professors are required to become eligible for accreditation process.
 - c. Faculty Diversity(In breeding) should be less than 25%
 - d. International Exposure of the faculty 20%
 - e. FT:PT= 70:30
 - v. Student to computer ratio and bandwidth
 - a. Bandwidth Internet service (desirable) = 1 MB access rate
 - b. Student to Computer ratio: 1:20
 - vi. Student to Teacher Ratio=25:1 (undergraduate) 20:1 (graduate)
 - vii. Recommended Course load should be:
 - a. Lecturer= 3-4 per semester/ 6-8 per annum
 - b. Assistant Professor= 3 per semester/6 per annum
 - c. Associate Professor/ Professor=2-3 per semester/4-6 per annum
 - viii. Student Enrollment: Class size should be maintained 20-50 students in Undergraduate and 15-35 for graduate per semester.
- II. It was agreed upon by the members, that the universities should be asked to provide complete information and should not leave any field incomplete in the application form. NBEAC needs to get information regarding all the dimensions and if any university shows negligence in providing this information then they can't move forward.
- III. NBEAC allocates mentors to provide guidance to the Universities/ Business Schools i.e. Mentorship program.