

**National Business Education Accreditation Council  
(NBEAC)**

**Islamabad**

**(A program of Higher Education Commission)**

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**NBEAC ACCREDITATION**

**Pre- Eligibility Mentorship Policy 2017**

NBEAC have started Pre- Eligibility mentorship process to inform the business schools/ dept. about the minimum requirements to become eligible for accreditation process. Mentoring visit is conducted on the request (i.e. by email or letter) of Business Schools.

1. NBEAC assigns a mentor who supports the School during the pre -eligibility stage leading up to the formal Application for Eligibility.
2. The main focus at this stage is to address the developmental needs identified during the Eligibility Screening Process to produce an updated Datasheet (Registration Application), which represents the School comprehensively and with sufficient clarity.
3. The visit is ordinarily expected to be for only one working day. Any additional days or visits may be arranged by the School.
4. The mentor will interact with the School's Director/Dean, the Internal Committee and the Faculty, as appropriate.
5. It is the responsibility of mentor to inform the business school about meeting the minimum criteria for accreditation process.
6. The mentor is expected to submit a report to NBEAC Secretariat clearly indicating the status of Business School.
7. The mentor will also communicate the time required by Business School to submit the updated Registration Application (Datasheet). Normally, the University is provided with 06 month to 01 years' time period to complete the formal Application for entry.

8. The Secretariat will dispatch the mentoring visit report to the Business School in a week.
9. Honorarium of Rs. 7000/- per visit is paid to mentor by the Business School. The Mentor's travel expenses for the visits will be met by Business School including air fare, local boarding /lodging /local transport and Honorarium. All payments of Mentoring Visits will be routed through NBEAC Secretariat.
10. The pre-eligibility period ends once the Business School/ Dept. becomes eligible to enter in next stage of accreditation process i.e. Self-Assessment Report.
11. The School can still proceed with the Application for NBEAC Eligibility without the explicit support of the mentor.