



No. SO (A-I) 8-2/2012 (A) (P-I)
GOVERNMENT OF THE PUNJAB
SCHOOL EDUCATION DEPARTMENT

Dated Lahore, the 25th November, 2015

To

All Executive District Officers (Edu),
in Punjab.

Subject: - **REGISTRATION OF PRIVATE SCHOOLS**

I am directed to refer to the subject noted above and to state that under the Punjab Private Educational Institutions (Promotion & Regulation) (Amendment) Ordinance, 2015, private schools are registered by the following committee:-

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| i. District Coordination officer | Chairman |
| ii. Executive District Officer (Education) | Member/Secretary |
| iii. District Monitoring Officer | Member |
| iv. One representative from parents nominated by the DCO | Member |
| v. One representative from private schools nominated by the DCO | Member |

2. There are complaints that after promulgation of the Punjab Private Educational Institutions (Promotion & Regulation) (Amendment) Ordinance, 2015, the cases of registration of private schools are being delayed on one pretext or the other.

3. In this regard, it is clarified that:-

- Representative of private schools for the above said committee shall not be from any school having involvement of Govt. functionaries at any level in the affairs of the school like Divisional Public School rather it will be from a school purely in private sector.
- Apart from Building Department a panel of Civil Engineers, having membership of Pakistan Engineering Council designated by the above said committee for the purpose will be empowered to examine the building of private school and issue a building fitness certificate of the building which will be valid for registration of school. The committee will decide upper limit of inspection fee to be paid by the incharge of the school for issuance of fitness certificate.

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- c. Provisional Registration Certificate for a period of one year (one academic year) in respect of a private school may be issued where there is shortage of any documents so that educational activities of the students enrollment and may not suffer.
- d. A private school, having no bank account, will be registered provisionally for which the in-charge of the school will get a bank account opened and submit report to the EDO (Edu) to proceed further.
4. I am, therefore, further directed to ask to comply with the instructions given above in letter & spirit and ensure that there should be no compliant in this regard.


SECTION OFFICER (ACAD)

CC:-

1. The Director Public Instructions (SE & EE) in Punjab.
2. Programme Director PMIU.
3. Programme Director, Directorate of Staff Development.
4. Chief Executive Officer, Punjab Examination Commission.
5. The Managing Director, Punjab Educational Foundation.
- ✓ 6. The Deputy Director (Monitoring), School Education with the request to send this letter through e-mail
7. All the District Monitoring Officer in Punjab.
8. PSO to Secretary, Govt. of the Punjab, School Education Department.
9. PS to all District Coordination Officers, in Punjab.