# UNIT 15: PUNJAB PRIVATE EDUCATIONAL INSTITUTION (PROMOTION AND REGULATION) ORDINANCE, 1984

# **GOVERNMENT OF THE PUNJAB**

#### **EDUCATION DEPARTMENT**

#### AN ORDINANCE

To provide for the promotion and regulation of private educational institutions.

#### **Preamble**

WHEREAS, it is expedient to promote and regulate the setting up and management of private educational institutions in the Punjab.

NOW, THEREFORE, in pursuance of the proclamation of 5th day of July, 1977, read with the Laws (Continuance in Force) Order, 1977 (CMLA Order No. I of 1977), and the Provisional Constitution Order, 1981 (CMLA order No. I of 1981), the Governor of the Punjab is pleased to make and promulgate the following Ordinance.

#### 1.Short title and Commencement:

(1)This Ordinance may be called The Punjab Private Educational Institutions (Promotion and

Regulation) Ordinance, 1984.

- (2)It extents to the whole of the Punjab.
- (3) It shall come into force at once.

# 2.In this Ordinance, unless the context otherwise requires:-

- (1)"Board" means a Board of Education established under any law for the time being in force
- (2)"College" means a college preparing students for intermediate, degree or post-degree level education in any system of education or medium of instruction;
- (3)"Government" means Government of the Punjab;
- (4)"Institution" means a privately managed college or school or an institution notified as such by the Government;
- (5)"Incharge" in relation to an institution means and includes every owner, headmaster,

principal, manager or incharge of administration or of teaching and any person responsible for the management and conduct of the affairs of an institution, by whatever name called;

- (6)"Prescribed" means prescribed by rules made under this Ordinance;
- (7)"Privately managed" means not owned or managed by a local body or by the Government or by the Federal Government or by a body set up or controlled by either of the Government;
- (8)"Registering Authority" means an officer appointed or authorized by rules to exercise all or any of the powers of the Registering Authority under this Ordinance;

- (9)"Rules" means the rules made under this Ordinance:
- (10)"School" means: -
- a. a school, by whatever name called, preparing students from pre-primary to high school education level;
- b. any other institution imparting vocational, commercial, technical or other specialized

education leading to a degree, diploma or a certificate recognized by Government, University or a Board of Education; or

- c. an institution for the handicapped; and
- (11)"University" means a University established under any law for the time being in force.
- 3.**All institutions** to be **registered** No institution shall be run unless it is registered in accordance with the provisions of this Ordinance and the rules;

Provided that an institution in existence on the commencing day half apply for registration within ninety

days from that day and may continue to function without registration until the application to disposed of.

**4.Exemptions:** The Government may, by notification, exempt any institution from the of this

Ordinance.

**5.District Committee** The Government shall, by notification, constitute a District Committee in each district comprising of at least five members to perform such functions and in such manner as may be prescribed.

#### 6.Application for registration —

- (1)The incharge of an institution may make an application for registration of an institution to such officer and in such form as may be prescribed.
- (2)The officer receiving an application shall forthwith forward the same to the District Committee which, after making such enquiry about such matters as may be prescribed, shall submit its report with its recommendations to the Registering Authority within sixty days of the receipt of the application under-sub-section (1)
- (3)The Registering Authority shall, after considering the report of the District Committee and

after such further enquiry as may be necessary if satisfied that the conditions prescribed for granting registration are fulfilled, issue a Registration Certificate.

- (4)No order for refusing to grant a certificate of registration shall be made without giving the application an opportunity of being heard and without recording reasons therefore..
- **7.Conditions of Registration-** An institution shall comply with such Conditions of registration including payment of fees as may be prescribed.

#### 8.Inspection —

(1)The Registering Authority or an officer authorized by Government may inspect any institution and may give directions to require compliance with the conditions prescribed for registration.

- (2)The directions under sub-section (1) shall be communicated to the Incharge of the institution through an order and such person shall comply with the same within such time as may be specified therein.
- **9.Cancellation of Registration-** A certificate of registration granted under section 6 may be cancelled by the Registering Authority after giving an opportunity of being heard to the incharge of the institution if: -
- (i)There is a contravention of any of the provisions of this Ordinance or, the rules: Provided that in case of a minor default, which can be easily remedied, opportunity may be given to remove the default within a time specified in the order and if it is not removed within the time so specified, cancellation shall follow;
- (ii) The incharge of the institution has failed within the period specified to comply with any

direction issued under the provisions of this Ordinance or the rules; and

- (iii)The institution has ceased to exist.
- **10.Appeal** Any person aggrieved by an order made under sections 6,8 or 9, may within thirty days of the date of receipt of the order, prefer an appeal to such authority as may be prescribed and the decision of the appellate authority in appeal shall be final.

#### 11. Penalties

- (1)Subject to the provisions of section 3 whoever continues to run an institution without registration or after refusal or cancellation of registration shall be punished with fine which may extend to one hundred rupees for each day during which the contravention continues.
- (2) Where the contravention continues for a period of three months, the institution shall be

liable to closure by the Registering Authority:

Provided that no order under sub-section (2) shall be made without giving to the incharge of the institution an opportunity of being heard.

- **12.Cognizance offence**No court shall take cognizance of an offence punishable under this Ordinance except upon a complaint in writing made by the Registering Authority or an officer authorities by it in this behalf and no court inferior to that of a Magistrate of the First Class shall try any such offence.
- 13.Power to make rules Government may make rules to carry out the purposes of this

Ordinance.

**14.Repeal** The Punjab Registration of Unrecognized Educational Institutions Ordinance, 1962 (W.P. XI of 1962), is hereby repealed.

Dated Lahore, the 11 August, 1984

Sd/-

Lt. Gen. Ghulam Jilani Khan

Governor of the Punjab

**GOVERNMENT OF THE PUNJAB** 

**EDUCATION DEPARTMENT NOTIFICATION** 

### Dated Lahore; the 15th August 1984

No. So (Schools) 3-6/80 — In exercise of the powers conferred upon him by section 13 of the Punjab Private Educational Institutions (Promotion and Regulation) Ordinance, 1984 (Ordinance No. "IV of 1984), the Governor of the Punjab is pleased to make the following rules, namely:

### THE PUNJAB PRIVATE EDUCATIONAL INSTITUTIONS (PROMOTION AND REGULATION) RULES, 1984

#### 1.Short Title and Commencement

(1) These rules may be called the Punjab Private Educational Institutions (Promotion and

Regulation) Rules, 1984.

- (2) They shall come into force at once.
- **2.Definitions** In these Rules, unless there is anything repugnant in the subject or context:- (a) "Form" means a form appended to these rules.
- (b) "Ordinance" means the Punjab Private Educational Institution (Promotion and Regulation)

Ordinance, 1984; and (c). "Schedule" means a schedule attached to these rules.

- 3.Registering Authority The following officers shall be the Registering Authority in relation to
- (a) a College, the Director Public Institution (Colleges), Punjab;
- (b) a Technical, Commercial, Vocational, Polytechnic Institutes, the Director, Technical

Education Punjab;

- (c) Institutions for the handicapped, the Director Special Education Punjab; and
- (d) A High, Middle, Primary and Pre-Primary School, the Director of Education (Schools) of the division in which the institution exists or is proposed to be located.
- 4.Application for Registration An application for registration of an institution under

section 4 of the Ordinance shall be made in Form 'A' of Schedule I.

- 5.Fees for Registration of Institution The registration fees for institutions shall be as follows:-
- (a)Degree and Inter CollegesRs. 1,000
- (b)Technical Commercial, Vocational InstitutionsRs. 1,000
- (c) Educational Institutions for the handicapped Rs. 100
- (d) High SchoolsRs. 500
- (e) Pre-Primary, Primary and Middle SchoolsRs. 100
- 6.Payment of Registration Fee The Registration fee shall be deposited with the State Bank of

Pakistan, or the District Treasury and the paid "Treasury Challan" shall be attached to the application.

7.Certificate of Registration The Certificate of Registration to be granted by the Registering

Authority under the Ordinance shall be in From 'B' of Schedule 1.

- **8.Appellate Authority** The following will be the appellate authorities for the purposes of hearing appeals under section 10 of the Ordinance:-
- (a)In case of collegesThe Government.
- (b)In case of TechnicalCommissioner of the Division Vocational andwhere the institution is situated Commercial Institutions or is proposed to be located.
- (c)In all other casesDeputy Commissioner of the District

where the institution is or is proposed to be located.

9.Application for Registration Application for registration of the institution shall be made to the

District Education Officer of the district in which the institution is or is proposed to be located.

#### 10. Procedure for the District Committee

(1) The District Committee on receiving a application for registration of an institution, shall forthwith proceed to determine the correctness of the facts mentioned in the application and after such enquiry an verification as it may deem necessary, send its report with its recommendation to the

Registration Authority; and

(2) The report shall be made and signed by not less than three Members of the District

Committee.

- **11.Matters to be enquired by the District Committee** The District Committee may make enquiries about the following matters when the application for registration is presented to it, namely: -
- (a) The textbooks which are prescribed or approved by the Government University, Board,

Competent authority or Agency under the administrative control of Government, are being or shell be used, by the Institution:

- (b)The syllabi, curricula, courses of studies or books being used or to be used for preparing
- students for examinations conducted by a foreign educational agency contain nothing repugnant to Islam or the national ideology;
- (c)The employees of the institutions are employed through written agreement; (d) The institution is suitably located;
- (e)The premises, accommodation, furniture, equipment and the staff is sufficient for the

enrolment or the proposed enrolment, and

(f)A foreign national is not employed in the institution without prior approval of the

Government.

**12.Condition for Registration** Besides the matter mentioned in rule 11, the Registration of the institution shall be governed by the following conditions: -

i.The teaching staff shall in no manner either by sign or word of mouth or writing or any other means propagate anything repugnant to Islam and ideology of Pakistan,

ii. The fees and other charges levied, shall not be fixed or raised beyond reasonable limits, iii. Essential record and registers shall be maintain in a manner as provided in schedule II.

iv. The institution shall notify, through a prospectus, before the commencement of each academic year, the details of facilities, subject or instructions, qualifications of teaching staff, fees and other charges,

v.The institution shall furnish such information or statements as may be required from time to time by Government or the Registering Authority,

vi. The incharge and the employees of an institution bear good moral character, are solvent and have not been convicted of any offence involving moral turpitude.

By order of the Governor of the Punjab

Sd/-

#### AHMAD SADIQ

Secretary to Government of the Punjab

Education Department.

#### **SCHEDULE-1**

# FROM 'A'

Application for Registration of a Private Educational Institution

- 1. Name of the Educational Institution.
- 2. Postal Address with telephone No. (if any)
- 3. Date of establishment of the institution.
- 4. Level and type of the institution.
- 5. Examinations for which students are prepared.
- 6. Number of examinees in each of the last three examinations conducted by a local/foreign

Board or Government agency.

7. Whether managed by a registered body/individual/Association or persons/Trust/Corporate

Body.

- 8. Name, designation and full address of the Incharge of the Educational Institution.
- 9. If managed by an individual, his name, occupation and full address.
- 10. If not managed by an individual, names, occupation and address of the members/partners/ directors/trustees (as the case may be), (please attach a copy of the constitution/ memorandum and Articles of Association/Trust Deed of rules and bye-laws of such body as the case may be)
- 11. Number/proposed number of classes with sections,
- 12. Enrolment/proposed enrolment section-wise.
- 13. Medium of Instruction.
- 14. Whether the institution will conduct classes in the morning of evening or both.
- 15. Names, qualifications, pay and allowances of each members proposed members of the teaching and non-teaching staff including part-time staff.
- 16. Tuition Fees/Proposed Tuition Fees (class-wise) and rate of Admission Fee/Proposed Fees. (Please attach prospectus and calendar of the Institution)
- 17. Details of assets of the Institution.
- 18. Location and full details of the building of the Institutions with scaled maps.
- 19. Whether the building is rented or owned by the Institution.
- 20. Whether the building is used for any other purpose during or after the working hours of the

Institution.

- 21. Details of playgrounds sports and recreational facilities provided
- 22. Details of Science Laboratories, laboratory equipment, teaching learning aids and library.
- 23. Additional information if any.

# SCHEDULE-II

# LIST OF REGISTERS TO BE MAINTAINED

# BY PRIVATE EDUCATIONAL INSTITUTIONS

- 1.Cash Register indicating receipts and payments in cash.
- 2. Aquittance Roll indicating payment of wages, salaries, etc.
- 3.Stock Register indicating list of furniture, equipment, books and teaching and learning aids.
- 4. Admission and Withdrawal Register of Students.
- 5. Property Register indicating properties, their use, income there from.

- 6.Inspection Book showing inspection notes and indicating action taken thereon.
- 7.Income and Expenditure Register.
- 8. Examination Register showing performance of students in internal examinations.
- 9. Teachers Attendance Register.
- 10.Library Books Issue Register.
- 11. Conduct and Punishment Register.
- 12. Casual Leave Account Register.
- **4.Application for Registration** An application for registration of an institution under section 4 of the Ordinance shall be made in Form 'A' of Schedule I.
- 5.Fees for Registration of Institution The registration fees for institutions shall be as follows:-

(a)	Degree and Inter Colleges	Rs. 1,000
(b)	Technical Commercial, Vocational Institutions	Rs. 1,000.
(c)	Educational Institutions for the handicapped	Rs. 100
(d)	High Schools	Rs. 500
(e)	Pre-Primary, Primary and Middle Schools	Rs. 100

6.Payment of Registration Fee:- The Registration fee shall be deposited with the State Bank of

Pakistan, or the District Treasury and the paid "Treasury Challan" shall be attached to the application.

7.Certificate of Registration:- The Certificate of Registration to be granted by the Registering

Authority under the Ordinance shall be in From 'B' of Schedule 1.

- **8.Appellate Authority** The following will be the appellate authorities for the purposes of hearing appeals under section 10 of the Ordinance: -
- 9.Application for Registration Application for registration of the institution shall be made to the
- (a) District Education Officer of the district in which the institution is or is proposed to be located. In case of colleges The Government
- (b) In case of Technical Commissioner of the Division

  10 Procedure for the District Committee (the Instrict Committee on receiving an application for registration of an cinding of an analysis of the facts mentioned in the application and after such enquiry and verification as it may deem necessary send its report with its recommendation to the Registration Authority; and

where the institution is or is proposed to be located.

- (2) The report shall be made and signed by not less than three Members of the District Committee.
- **11.Matters to be enquired by the District Committee**\_ The District Committee may make enquiries about the following matters when the application for registration is presented to it, namely:-
- (a)The textbooks which are prescribed or approved by the Government, University, Board,

Competent authority or Agency under the administrative control of Government, are being or shell be used, by the Institution:

- (b)The syllabi, curricula, courses of studies or books being used or to be used for preparing students for examinations conducted by a foreign educational agency contain nothing repugnant to Islam or the national ideology;
- (c)The employees of the institutions are employed through written agreement; (d) The institution is suitably located;
- (e)The premises, accommodation, furniture, equipment and the staff is sufficient for the enrolment or the proposed enrolment, and
- (f)A foreign national is not employed in the institution without prior approval of the

Government.

- 12.Condition for Registration Besides the matter mentioned in rule 11, the Registration of the institution shall be governed by the following conditions:-
- i. The teaching staff shall in no manner either by sign or word of mouth or writing or any other

means propagate anything repugnant to Islam and ideology of Pakistan,

ii. The fees and other charges levied, shall not be fixed or raised beyond reasonable limits, iii. Essential record and registers shall be maintain in a manner as provided in schedule II.

# FORM "B"

GOVERNMENT OF THE PUNJAB. EDUCATION DEPARTMENT

Registration No	Dated, the		. Certified
at		run	
by			
has been registered with t	he Punjab Private Education	Institutions (Promotion a	nd Regulation) Ordinance, 1984
_			
under Section 6 of the I	Punjab Private Educational	Institutions (Promotion	and Regulation) Ordinance, 1984.
Dated			

Signature Registering Authority Official Seal

**GOVERNMENT OF THE PUNJAB** 

**EDUCATION DEPARTMENT** 

**NOTIFICATION** 

No.SO(A.I) 2-1/85-92 (C). In exercise of the powers conferred on him under section 13 of the Punjab Private Educational Institutions (Promotion an Regulation) Ordinance, 1984 (IV of 1984), the Governor of the Punjab is pleased to order that the following amendments shall be made in the Punjab Private Educational Institutions (Promotion and Regulation) Rules, 1984:-

### **AMENDMENTS**

In the Punjab Private Educational Institutions (Promotion and Regulation) Rules, 1984, after rule 12, the following new rules 12-A shall be added:-

12-A. The following shall be the additional conditions for the registration of an institution of education for the training of teachers:-

a)the institution shall have a spacious campus and building including:- i. a staff room, a conference room and an administrative block;

ii. a common room and canteen for students; and

iii. a playground of the size of a hockey / football or a cricket ground;

b)the fees and other charges collected from a student shall not exceed Rs.500/- per month.

c)the institution shall have its own laboratory - practicing school upto secondary school level and the minimum number of students in the said school shall be 300.

d)the institution shall have the physics, chemistry and biology laboratories properly equipped and having spacing capacity of 20 sq.ft. per students:

e)the institution shall have its own library with at least 5000 books and at least 5 volumes of each text book relating to the subjects being taught in the institution and recommended by the University;

f)the institution shall employ on regular basis a qualified Librarian, a Director of Physical Education and staff qualified as M.A/M.Sc. with B.Ed. / M.Ed or MA Education.

g)the institution shall have service rules for the staff at par with those of their counterparts in Government service and shall pay their salaries through crossed cheques;

h)the work-load of the teachers shall be as specified in the Punjab Education Code

and the number of students in each section shall not exceed 40;

i)the institution shall supply to the Education Department a quarterly statement indicating the qualifications and salary of the staff;

j)the institution may have its branches at different placed in the same city or in

different cities, but each branch shall be treated as a separate unit and shall require separate registration;

k)the institution shall be equipped with teaching resource units such as film

projectors, teaching aids and equipments, overhead projectors and photocopiers;

l)the registration fee for the institution shall be Rs. 10,000/- and the fee . for- inspection to be paid to the Registering Authority shall be Rs.5,000/-;

m)the institution shall deposit Rs. 2.00 lac as security with the Registration Authority;

and

n)the institution shall admit only bonafide students and shall maintain a correct record of their attendance."

Dated Lahore, the 18th December, 1995

Sd/-

# **TASNEEM NOORANI**

**EDUCATION SECRETARY** 

# NO.SO(A-I)7-21/81

# GOVERNMENT OF THE PUNJAB, EDUCATION DEPARTMENT,

Dated Lahore, the 24th August, 1998.

To

- 1. The Director Public Instruction (C), Punjab, Lahore.
- 2. The Director Public Instruction (SE), Punjab, Lahore.
- 3. The Director Public Instruction (EE), Punjab, Lahore.
- 4. The Director Technical Education, Punjab, Lahore

# SUBJECT: ENHANCEMENT OF REGISTRATION FEE FOR PRIVATELY MANAGED EDUCATION INSTITUTIONS IN PUNJAB.

Government of the Punjab, Education Department has decided that w.e.f 01.07.1998. the following rates of registration fee for privately Managed Institution and annual inspection fee of these institution will be as under:-

Sr.No.	Particulars	Registration Fee (on	Annual Inspection	
		Registration)	Fee.	
1.	College/Polytechnic	Rs. 10,000/-	Rs. 1,000/-	
	Commercial/Vocational Institutes			
2.	High School/Higher Secondary School	Rs.7,000/-	Rs. 1,000/-	
3.	Elementary School	Rs.5,000/-	Rs.500/-	

Sd/-

# (MUHAMMAD ZAMAN)

UNDER SECRETARY (F-AID)

#### **GOVERNMENT OF THE PUNJAB**

#### **EDUCATION DEPARTMENT,**

Dated Lahore, the 10th September, 2001

# **NOTIFICATION**

No.PA/ASG/887/2001, In exercise of the powers conferred upon him by Section 13 of the Punjab Private Educational Institutions (Promotion and Regulation) Ordinance, 1984 (Ordinance No. IV of 1984), Governor of the Punjab is pleased to make following amendments in sub-rules (a) and (d) of rule 3 and sub-rules (a) and (c) of rule 8 of the Punjab Private Education Institutions (Promotion and Regulation) Rules, 1984.

#### **AMENDMENTS**

i.In sub rule (a) of rule 3 the words "The Director of Public Instruction (Colleges), Punjab' shall be substituted by the words " Executive District Officer (Education) of the District in which the institution exists or is proposed to be located"

ii.In sub rule (d)of rule 3 the words " Director of Education (Schools) of the Division shall be substituted by the words " Executive District Officer (Education) of the District".

iii.In sub-rule (a) of rule 8 the words "The Government" shall be substituted by the words District Coordination Officer of the district in which the institution exists or is proposed to be located".

iv.In sub-rule (c) of rules 8 the words " Deputy Commissioner" shall be substituted by the

words " District Coordination Officer".

BY THE ORDER OF THE GOVERNOR OF PUNJAB

#### SIBTAIN FAZAL HALIM

SECRETARY EDUCATION.

Copy of letter No. <u>I5592</u>/G-4, dated 8-7-1993 from Director of Education, (S)Lahore Division, Lahore addressed to all the District Education Officers (Male & Female) in Lahore Division.

# SUBJECT: REGISTRATION OF PRIVATELY MANAGED SCHOOLS

It has come to the notice of this Directorate that the privately managed schools do not fulfil the conditions of employment resulting in unnecessary complications. You are, therefore, directed to please check the following points/documents while visiting the privately managed schools applying for registration.

- 1.No under age teacher (less than 18 years) is employed.
- 2. Whether the written agreement has been made between the employee and the employer.
- 3.A copy of terms and conditions be seen Photocopy of the same be provided to this

Directorate along with your report.

A certificate to this effect that the above observations are fulfilled by the management of the institution while recommending the case for registration

# **CERTIFICATE**

Certified that:-

- 1.No untrained teacher i.e. less than 18 years has been appointed by the management in the institutions.
- 2. Written agreement has been seen and found correct.
- 3. The terms and conditions are found correct.

#### **Deputy Director (Admn-M)**

Copy of letter No:1953/G-4 dated 13-11-1993 from Director of Elementary Education, Lahore Division, Lahore addressed to all DEOs (M/F)Lahore Division.

# SUBJECT: COUNTERSIGN NATURE OF SCHOOL LEAVING CERTIFICATES OF PRIVATELY MANAGED (REGISTERED) SCHOOLS

A large number of students turn up to this Directorate for getting their school leaving certificates countersigned for changing schools within the District or Inter Distt: re-admissions. In the past this Directorate has been countersigning on the basis of Registration record only available in this office. In many cases staff statements from Registered schools were not available, this Directorate felt difficult in ascertaining the authorized signature of the Head of Institution.

It is proposed that each District now may maintain record of all Registered Middle and Primary School in their jurisdiction, have a staff statement for each school and countersign the school leaving certificate after checking the school Admission & Withdrawal Register of the school concerned with the copy of school Registration certificate, if the change of School is Inter District/Divisional/provincial, the countersigned certificate be forwarded to this Directorate for further action.

The above instructions should be complied with strictly.

# **Deputy Director (Admn:)**

Copy of letter No. US (BUDGET) I-II/96 (KW), Government of the Punjab, Education Department, dated 4th November. 1996.

# SUBJECT: DEPOSIT OF RECEIPTS UNDER HEAD "1251000- EDUCATION"

I am directed to refer to the subject noted above and to say that while examining the receipt statements received from our lower formation and statement of Civil Accounts of A.G. office it has been observed that the Education Receipts are not being deposited in the proper heads of accounts, as mentioned below which creating many difficulties for the department when receipt figures are reconciled with the Accountant General Puniab:-

1251101 - Government Arts Colleges.

1251102- Professional College/ Elementary Teachers Trg. College.

1251201- Government Secondary Schools.

1251301- Government Middle/Primary, Schools.

1251401- Government Special Schools.

1251402- Government Technical/Commercial/Vocational Institution

1251503-Hostel Fee.

1251504- Admission Fee.

1251505- Recovery of Overpayment.

1251508- Others (Registration/ Annual Inspection Fee for Private Schools.

In view of the above it is requested, kindly to look into the matter personally and ensure that education receipts are being deposited in the proper heads of accounts as mentioned above by the heads of Colleges/ Schools/ Institutions under your jurisdiction.

# **Under Secretary (Budget)**

**Education Department** 

Copy of letter No. <u>9427 /</u>G-I dated 9-19-998 from DPI (EE) Punjab addressed to all the Directors of Elementary Education in the Punjab

# SUBJECT: ENHANCEMENT OF REGISTRATION FEE FOR PRIVATELY MANAGED EDUCATION INSTITUTIONS IN PUNJAB

With the reference letter No .SO (A-P) 7-21/01 Government of the Punjab Education

Department dated 24-08-1998 on the subject noted above.

Government of the Punjab, Education Department has decided that w .e .f 1-7-1998, the following rates of registration fee for privately Managed Institution and annual inspection, fee of these institution will be as under:-

Sr. No. Particulars		Registration Fee (on	Annual Inspection	
		Registration)	Fee.	
1.	College/Poly-technical	Rs. 10000/-	Rs.1000/-	
	Commercial/Vocational			
2.	High School/Higher Secondary School	Rs.7000/-	Rs.1000/-	
3.	Elementary School	Rs.5000/-	Rs.500/-	

You are requested to inform all the District Education Officers (Male & Female) in the Division.

# Director (A&G)

Copy of letter NO.SO (Budget) 1-11/98 (KW), Government of the Punjab, Education Department, dated 10/12th September, 1998

# SUBJECT: PREPARATION OF ACTION PLAN FOR COLLECTION OF RECEPTION ACCOUNT OF ENHANCEMENT OF REGISTRATION FEE FOR PRIVATELY MANAGED EDUCATIONAL INSTITUTION IN PUNJAB

Reference this Department's letter No. SO (A-I) 7-21/81 dated 24-08-98 on the subject cited Govt. of the Punjab Education department has decided that w.e.f. 01-07-98, the following rules of Registration Fee for Privately Managed Institution and Annual Inspection Fee of these institution will be charged.

Sr. No.	Particulars	Registration Fee	Annual	
		(on Registration)	Inspection Fee.	
1.	College/Poly-technical Commercial/Vocational	Rs. 10000/-	Rs.1000/-	
2.	High School/Higher Secondary Schools	Rs.7000/-	Rs.1000/-	
3.	Elementary Schools	Rs.5000/-	Rs.500/-	

In view of the above, it is requested to prepare separately an action plan district wise/month wise in the light of above revised rates along with number of Institution college/schools. Total amount to be realized during the year 1998-99 as Provincial Receipts may also be indicted this information must reach in this department within fortnight positively.

#### **Under Secretary (Budget)**

MINISTER FOR EDUCATION PUNJAB

Dated 10-04-2000

To

Secretary Education, Punjab

It has come to my notice that so many privately managed institutions are functioning without Registration or affiliation with the concerned Board or University. They are destroying the carrier of the students.

Direct all the EDO's in Punjab to check the record of Registration and institution is functioning without Registration or affiliation with the concerned Board or University.

Settle all the pending cases of Registration and provide the list of privately managed, Unregistered Institutions (Category Wise) with date of opening and remarks to this Ministry, within three Weeks.

# **GOVERNMENT OF THE PUNJAB**

#### **EDUCATION DEPARTMENT**

Dated Lahore, the 10th September, 2001

#### **NOTIFICATION**

No .PA/ASG/887/2001. In exercise of the powers conferred upon him by Section 13 of the Punjab Private Educational Institutions (Promotion and Regulation) Ordinance, 1984 (Ordinance No. IV of 1984), Governor of the Punjab is pleased to make following amendments in sub-rules (a) and (d) of rule 3 and sub-rules (a) and (c) of rule 8 of the Punjab Private Educational Institutions (Promotion and Regulation) Rules, 1984.

# **AMENDMENTS**

i.In sub rule (a) of rule 3 the words. 'The Director of Public Instruction (Colleges), Punjab" shall be substituted by the words "Executive District Officer (Education) of the District in which the institution exists or is proposed to be located".

ii.In sub rule (d) of rule 3 the words. "Director of Education (Schools) of the Division" shall

be substituted by the words "Executive District Officer (Education) of the District".

iii.In sub rule (a) of rule 8 the words. "The Government" shall be substituted by the words "District Coordination Officer of the District in which the institution exists or is proposed to be located".

iv.In sub rule (c) of rule 8 the words. "Deputy Commissioner" shall be substituted by the

words "District Coordination Officer".

By the Order of the Governor Of Punjab

#### Sibtain Fazal Halim

Secretary Education

\_

MINISTER FOR EDUCATION PUNJAB

Dated 10-04-2000

To

# Secretary Education, Punjab

It has come to my notice that so many privately managed institutions are functioning without Registration or affiliation with the concerned Board or University. They are destroying the carrier of the students.

Direct all the EDO's in Punjab to check the record of Registration and institution is functioning without Registration or affiliation with the concerned Board or University.

Settle all the pending cases of Registration and provide the list of privately managed Unregistered

Institutions (Category Wise) with date of opening and remarks to this Ministry within three Weeks.

A certificate also must be provided to this Ministry that no privately managed High school, Higher Secondary school, Inter College and Degree college (male/female) is functioning without Registration and affiliation with the concerned Board or University.

#### Main Imran Masood

Minister for Education Punjab

To

All the Directors of Elementary Education in the Punjab

Memo. No. 3593 / D/A.B

Dated 18-04 /2000

#### SUBJECT: REGISTRATION OF THE PRIVATELY MANAGED INSTITUTIONS

Your attention is invited to the Punjab Private Education Institutions (Promotion & Regulation) Ordinance 1984 notified vide No. LGIS, 3 (4) /81, dated 12-8-84 concerning promotion and regulation of the set up and management of Private educational Institutions in the Punjab Section 3 of this ordinance reads as under: "No institution shall be run unless it is registered in accordance with the provisions of the Ordinance and the rules."

Similarly, as per section II who ever continues to institution without registration or after refusal or cancellation of registration, shall be punished with fine which may extend to Rs. 100/- for each day during which contravention continues and where the contravention continues for a period of 3 months the institution shall be liable to closure by registering Authority.

In this context, it has come to the notice of this Directorate that a number of privately managed educational institutions (Schools etc) are functioning in the province without registration. All the more, some of them are misusing their registration.

Accordingly, you are here by directed to please make survey of such institutions issue them show cause notices as per proviso to section If or the Ordinance and proceed further as per provisions of the Ordinance in the rules.

Detailed compliance report in this behalf along with list of these institution should reach this office within days, at the earliest.

#### (Muhammad Ahmad Bhatti)

Directorate Public Instructions (EE) Punjab, Lahore

\_

#### **GOVERNMENT OF THE PUNJAB**

#### **EDUCATION DEPARTMENT**

Dated Lahore, the 10th September, 2001

# **NOTIFICATION**

No .PA/ASG/887/2001. In exercise of the powers conferred upon him by Section 13 of the Punjab Private Educational Institutions (Promotion and Regulation) Ordinance, 1984 (Ordinance No. IV of 1984), Governor of the Punjab is pleased to make following amendments in sub-rules (a) and (d) of rule 3 and sub-rules (a) and (c) of rule 8 of the Punjab Private Educational Institutions (Promotion and Regulation) Rules, 1984.

#### **AMENDMENTS**

i.In sub rule (a) of rule 3 the words. "The Director of Public Instruction (Colleges), Punjab" shall be substituted by the words "Executive District Officer (Education) of the District in which the institution exists or is proposed to be located".

ii.In sub rule (d) of rule 3 the words. "Director of Education (Schools) of the Division" shall

be substituted by the words "Executive District Officer (Education) of the District".

iii.In sub rule (a) of rule 8 the words. "The Government" shall be substituted by the words "District Coordination Officer of the District in which the institution exists or is proposed to be located".

iv.In sub rule (c) of rule 8 the words. "Deputy Commissioner" shall be substituted by the

words "District Coordination Officer".

By the Order of the Governor Of Punjab

# Sibtain Fazal Halim

Secretary Education

Copy of letter No. SO (A-II) 2-4/99, dated 26-12-2002, received from Govt. of Punjab, Education Department, Lahore addressed to the Director of a Public Instruction (SE), Punjab, Lahore

# SUBJECT:CONSTITUTION OF NEW COMMITTEE FOR REGISTRATION PRIVATE SCHOOL DISTRICT D.GKHAN

Kindly refer to Your Memo No. 17676/ ADPI, dated 13-9-2002, on the subject cited above.

The Executive District Officer (Education), concerned is empowered to register the Institution within the District in which the institution exists or is proposed to be located and from a committee for registration of Institution in consultation with the District Coordinator Officer concerned.

# Section Officer (Acad-II)

Copy of letter NO.SO (A-II) 3-9/2003, Government of the Punjab, Education Department, dated

April 15,2003.addressed to all the Executive District Officers (Edu), in Punjab.

# SUBJECT: PRIVATELY MANAGED INSTITUTIONS FUNCTIONING WITHOUT REGISTRATION OR AFFILIATION WITH THE CONCERNED BOARD OF UNIVERSITY

I am directed to enclose a copy of letter No .PS/EM/485/03, dated 40-04-2003 received from

Minister for Education Punjab, on the subject noted above.

- 1.The Minister for Education, Punjab has informed that it has come to his notice that so many privately managed institutions are functioning without Registration or affiliation with the concerned Board or University. They are destroying the carrier of the students.
- 2.The Minister for Education, Punjab has desired to director you to check the record of

Registration and affiliation of all such institution to ensure that no privately managed institution is functioning without Registration or affiliation with the concerned Board or University. Settle all the pending cases of Registration and provide the list of privately managed unregistered Institutions (category wise) with date of opening and remains to this department within two days. A certificate also must be provided to this Department that no privately managed High School, Higher Secondary School is functioning without Registration and with the concerned Board or University.

You are requested to furnish the requisite information within two days positively for the kind information of Minister for Education, Punjab.

Sd/-

Section Officer (Acad-II)

Copy of letter No.S.O. (A-II) 1-19/2004, dated: 30-03/2004 issued by the Deputy Secretary (Academic) Government of the Punjab, Education Department (School Wing) to the D.P.I (SE/EE), Punjab, Lahore, & all the Executive District Officers (Education) in the Punjab.

# SUBJECT: TUITION FEE CHARGED DURING SUMMER VACATIONS BY PRIVATE SCHOOLS

It has been observed with concern that, the tuition fee of entries summer vacations i.e. 3 months is collected at the beginning of summer vacation by the private schools. It results into extra financial burden on the parents. The names of the students unable to pay the tuition fee collectively in advance is also struck off which not only adds to the agony of the parents but also puts extra financial burden of re-admission fee/fine etc.

- 1. The Government has taken a serious view of the above situation and has decided that, the tuition fee for the summer vacation period will also be charged on monthly basis It will lessen the hardship and extra financial burden on the parents and also enable them to pay the tuition fee in time.
- 2.It is therefore, directed that the policy may be given wide publicity through Print Electronic media, and strict disciplinary action, including de-registration of the school/institution failing to abide by the Government policy may be

(Maj ® Zia Qadir Ghuman)

Deputy Secretary (Academic)

\_

Copy of letter No. 1193 /Acad. dated: 21-07/2004 issued by the Executive District Officer (Edu.) City District Govt. Lahore addressed to all the District Education Officers (Schools) Lahore.

#### SUBJECT: EXTRA FEE CHARGED

In continuation of our previous letter No. 4430 / Acad, dated 22.04.2003.

You are once again requested to circulate all the Heads of Institutions that they should charge only that amount from students which has been duly approved by the Government. All Heads of Institutions are required to display outside the school in both alphabets that no tuition fee is being charged from students, must also indicate (Class-wise the amount which is being charged from students in term of various funds for the information of parents in particular and public in general.

# **Assistant Director (Acad)**

Copy of letter NO.SO(A-II)1-19/2004, Government of the Punjab, Education Department (Schools Wing) dated the 16 June. 2004. addressed to the Executive District Officer (Education), Lahore.

#### SUBJECT: FEE RATE NOTIFIED BY CITY DISTRICT GOVERNMENT, LAHORE

In continuation to this department's letter of even number dated 04th June, 2004and your memo No. 8125/Acd. 1, dated 7-6-2004 on the subject noted above.

It is pointed out that tuition fee being charged by Schools having English Medium Classes is against the free Education policy of the Government of the Punjab. The notification No. 1755/Acad. 1 dated 11-04-2002 issued in this respect by the District Government also does not carry the sanction/concurrence of the Government of the Punjab. It is, therefore directed that the above quoted notification may be withdrawn forthwith under intimation to this Department and fee collected from the date of declaration of free Education be returned to the students.

(Maj ® Zia Qadir Ghuman)

Deputy Secretary (Acad)

# Fee Schedule for Registration and Affiliation

Sr.	Type of the F	Function	Registration			Affiliation		
No.			Inspection	nspection Registration Authorities		Inspection Registration Authorities		
	Institution							
			Fee	Fee		Fee	Fee	
1.	3	B.A/B.Sc B.Com	1,000/- One Year	10,000/-	DPI Colleges	30,000/-	2,00,000	Punjab
	Colleges						Per Degree	University
		/BC S M.A/. M.Com						
2.		D.Com. DTI DCHF, DSF		10,000/-	Technical Education	5,000/-		Punjab Board of
	Handicraft & Commercial Colleges				Vocational Training Authority (TEVTA)		Diploma	Technical Education
3.	Intermediate	F.A. F.Sc. I.CS, I COM	1,000/- One Year	10,000/-	EDO Education	5,000/-	95,000/- Refund- able	Board of inter.& Sec.
	Colleges	(Certificate)						Education
4.	High School	Metric 9lh& 10th (Certificate)	1,000/- One Year	7,000/-	EDO Education	5,000/-	Refund- Able	Board of Inter & Sec. Education
5.	Middle/	Prep. to 8th	500/ One	5.000/-	EDO			
	Primary	, , , , , , , , , , , , , , , , , , , ,	year	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Education			
	School	(Certificate)						
(TEV	(TEVTA) Technical Education & Vocational Training Authority, 71-C-2 Gulberg III, Lahore.							

The Registration Fee and Inspection Fee shall be deposited with the State Bank of Pakistan and National Bank of Pakistan under Head of A/C mentioned below:

# **Head of A/C. for General Education**

1251-800 Education - Others - Registration Fee of private Educational Institutions. The receipted

# **Head of A/C. for Technical Education**

12164681 Technical Education – Others – Registration Fee of Private Educational Institutions. The receipted "Treasury challan form", will be attached with application.

<sup>&</sup>quot;Treasury Challan Form", will be attached with the application.