

**UNIVERSITY GRANTS COMMISSION NEPAL
HIGHER EDUCATION QUALITY ASSURANCE AND ACCREDITATION COUNCIL (HEQAAC)
SANOTHIMI, BHAKTAPUR**

ELIGIBILITY CRITERIA FOR THE ACCEPTANCE OF SELF STUDY REPORT (SSR)

1. Formally designed SSR report and annexes together with cover letter to UGC, Chairman.
 2. Appropriately filled SSR form with adequate supporting documents (Annexes)
 3. The HEI should produce a document/s that ensures that the institution has met at least the :
(a) average national pass percentage, (b) average pass percentage of the affiliating university, (c) average pass percentage of the concerned faculty and (d) level –wise pass percentage of the program.
 4. The management, finance, examination and all other related administrative records of secondary school till grade 12 and programs related to CTEVT should be segregated from higher education institution (whenever applicable).
 5. Detail Human Resource Management (HRM) Plan of the HEI incorporating minimum qualification consistent to affiliating university and recruitment policies/processes of the affiliating university.
-