Skill India
कौशल भारत - कुशल भारत

सत्यमेव जयते
GOVERNMENT OF INDIA
MINISTRY OF SKILL DEVELOPMENT
& ENTREPRENEURSHIP

इंडियन व्यावसायिक एवं तकनीकी शिक्षा बॉर्ड (नई दिल्ली)

Indian Board of Vocational and Technical Education (New Delhi)

Website :- www.ibvte.com **Mobile No :- 9627769817 , 9639681797**

प्रशासनिक कार्यालय :– द्वितीय तल , सुनील कौम्पलेक्स पश्चिमी कचहरी रोड मेरठ ,250002

मुख्य कार्यालय :– 6/26 33 फुटा रोड कबीर नगर शाहदरा दिल्ली , 110094

Accredition Bye - Laws

PREMABLE

We, the members of the Indian Board of Vocational and Technical Education, solemnly resolve to dedicate ourselves to the mission of building a skilled, self-reliant, and empowered India. Recognizing that skill development is the cornerstone of national progress and economic strength, we affirm that the true potential of our nation lies in the abilities, innovation, and enterprise of its people.

In pursuit of this noble objective, we commit to establishing a robust, inclusive, and industry-relevant skill ecosystem that ensures quality, equity, and opportunity for all—irrespective of gender, geography, socio-economic status, or physical ability.

We believe that empowering individuals with practical skills, ethical values, and technological knowledge will pave the way for a competent and future-ready workforce, capable of contributing meaningfully to both national development and the global economy.

We hereby resolve:

To provide high-quality vocational and skill-based education to the youth of India;

To establish training centres that meet the evolving needs of industry and entrepreneurship

To promote innovation, digital learning, and research in skill development;

To uphold transparency, accountability, and excellence in training delivery;

To create inclusive opportunities for women, differently-abled persons, and underprivileged communities;

And to contribute towards positioning India as a global hub of skilled manpower.

With a sense of purpose, service, and dedication, we unite under the banner of Indian Board of Vocational and Technical Education, to participate in this transformative

journey of nation-building — where every hand is skilled, every dream is empowered, and every citizen is a contributor to a stronger, progressive India.

VISSION

Indian Board of Vocational and Technical Education (IBVTE) is to transform India into a globally recognized centre of skill excellence, where every citizen—regardless of socio-economic background, gender, location, or ability—is empowered with the right skills, knowledge, and attitude to contribute meaningfully to the nation and the world.

We envision a future where vocational and skill-based education becomes a respected and integral part of the national education framework, not only as a means to employment but as a pathway to dignity, innovation, and economic independence. Our aim is to bridge the gap between skill and opportunity, empowering India's vast youth population with industry-aligned training, digital competence, entrepreneurial spirit, and lifelong learning.

Through collaborative efforts with government bodies, industry leaders, academic institutions, and international agencies, we strive to build a resilient and future-ready workforce that not only meets domestic industry needs but also excels in the global arena. Our vision is rooted in the principles of quality, inclusiveness, accessibility, innovation, and sustainability, ensuring that every learner becomes a confident, capable, and responsible contributor to society

In this journey, we aspire to:

Elevate skill development to the national priority it deserves

Ensure access to quality training in every district and rural pocket

Promote a culture of innovation, research, and continuous upskilling

Recognize informal skills and bring them into the formal economy

Build a national ecosystem that values both employment and entrepreneurship

Our ultimate vision is an India where “Skilled Hands, Inspired Minds, and Compassionate Hearts” together lead the country toward progress, prosperity, and global recognition.

MISSION

Indian Board of Vocational and Technical Education (IBVTE) is to empower individuals across India through high-quality, inclusive, and industry-relevant skill development programs, thereby enabling them to become economically independent, socially responsible, and globally competent citizens.

We are committed to bridging the gap between education and employability by offering demand-driven, accessible, and practical training that responds to the evolving needs of national and international job markets. By integrating technical education with digital tools, soft skills, and entrepreneurial training, we aim to foster a workforce that is both professionally proficient and personally confident.

Our mission includes:

Establishing skill training centres in both rural and urban areas, ensuring last-mile access to education.

Creating job-ready professionals by aligning curricula with current industry standards and technologies.

Designing customized training programs for marginalized communities including women, persons with disabilities, minorities, and youth from economically weaker sections

Promoting micro-entrepreneurship, self-employment, and start-up culture through mentorship and incubation support

Encouraging recognition of prior learning (RPL) to validate the informal skills of workers

Integrating e-learning, hybrid models, and mobile training units to reach remote and underserved regions

Collaborating with industry leaders, government agencies, and international partners for sustainable development and resource mobilization

Maintaining transparency, quality assurance, and continuous improvement through rigorous monitoring and evaluation systems

At its core, the mission of IBVTE is to create a self-reliant, skilled, and confident India, where skill development is not just a tool for employment, but a powerful catalyst for social transformation, dignity, and national development.

GOALS

1. To build a skilled and future-ready workforce by offering training programs aligned with industry requirements, emerging technologies, and global standards.

2. To make skill development accessible and inclusive by setting up training centres in rural, urban, and remote areas of India.

3. To promote employment, self-employment, and entrepreneurship by training individuals in practical skills, soft skills, and business development.

4. To empower underprivileged and marginalized communities, including women, youth, persons with disabilities, and socio-economically disadvantaged groups through targeted training programs.

5. To recognize and formalize informal skills through Recognition of Prior Learning (RPL) and provide certification to enhance employability.

6. To foster partnerships with industries, government departments, NGOs, and international institutions for resource sharing, internship, and placement opportunities.

7. To encourage innovation, research, and technology adoption in skill development curricula and training methodologies.

8. To implement quality assurance systems in training delivery through monitoring, evaluation, and continuous improvement mechanisms.

9. To promote digital learning, mobile-based training, and blended learning models to reach learners beyond traditional classrooms.

10. To contribute to India's goal of becoming a global skill capital, by preparing individuals who can compete and perform in international work environments.

VALUES

1. Equity & Inclusion

We are committed to providing equal opportunities to all, regardless of caste, gender, religion, region, or ability, ensuring no one is left behind.

2. Quality

We uphold the highest standards of quality in our training delivery, content, and evaluation, aligning with global benchmarks and best practices.

3. Accountability

We work with transparency and take full responsibility for our actions, performance, and outcomes.

4. Innovation

We embrace innovation, digital transformation, and creative thinking to make training more effective, engaging, and future-ready.

5. Commitment to Service.

We believe in serving society with dedication, empowering individuals with the skills they need to lead independent, dignified lives.

6. Inclusiveness

We strive to reach underserved and remote areas, ensuring access to training for all sections of society, especially the marginalized.

7. Integrity & Ethics

We operate with honesty, fairness, and a strong moral compass, fostering trust among stakeholders and learners.

8. Sustainability

We promote sustainable development through skill-building that supports long-term social, economic, and environmental progress.

9. Empowerment

We aim to empower individuals by building their confidence, capabilities, and self-reliance through practical and life-changing skills.

10. Collaboration & Partnership

We believe in working together—with government bodies, industries, academic institutions, and international organizations—to maximize impact and reach.

HIGHLIGHT

1. Number of Sector :- 03
2. Types of Course :-
   - Two years Diploma course :- 15
   - 1 year Duration diploma Course :- 15 Course
   - Certificate Course (Non NSQF) :- 99 Course
3. Course Duration :-
   - 30 Hours of 2 years.
   - Diploma in advance diploma full time courses.
   - Certificate courses are part time courses.
4. Apprenticeship.
   - 123 courses of duration one and two years are notified under Apprenticeship training scheme by Government of India.

INDEX

1	Preamble	
2	Definitions	
3	Vision and Mission	
4	Objectives of Accreditation	
5	Scope of Accreditation	
6	Accreditation Criteria	
7	Accreditation Process	
8	Eligibility Requirements	
9	Application Procedure	
10	Document Verification	
11	Site Visit and Evaluation	
12	Accreditation Decision Process	
13	Terms and Conditions of Accreditation	
14	Duration and Validity of Accreditation	
15	Renewal of Accreditation	
16	Suspension and Withdrawal	
17	Appeal and Grievance Redressal Mechanism	
18	Code of Conduct for Accredited Institutions	
19	Monitoring and Compliance	
20	Confidentiality	

21	Branding and Use of Logo	
22	Fees and Charges	
23	Quality Assurance and Evaluation	
24	Reporting Requirements	
25	Legal Obligations	
26	Governing Body and Accreditation Committee	
27	Amendments to Bylaws	
28	Dispute Resolution	
29	Annexures (Forms, Checklists, Templates)	

CHAPTER :- 01

OBJECTIVES OF ACCREDITATION

1. To Ensure Quality Standards:

To maintain and enhance the quality of training institutions, centres, and vocational programs by setting uniform and measurable standards.

2. Recognition of Institutions:

To recognize training institutions and centres that meet the required standards of infrastructure, faculty, curriculum, and performance.

3. Standardization of Curriculum:

To ensure that training programs follow a standardized and industry-relevant curriculum aligned with national skill development goals.

4. Evaluation and Monitoring:

To conduct regular assessments, inspections, and evaluations of accredited institutions to ensure continuous improvement.

5. Capacity Building:

To provide guidance, resources, and support to institutions for enhancing their training capabilities and management practices.

6. Promote Industry Linkages:

To encourage collaboration between training providers and industry for skill development, internships, and job placement opportunities.

7. Facilitate Learner Confidence:

To assure students and trainees that they are enrolled in credible and certified institutions that meet IBVTE norms.

8. Encourage Innovation:

To motivate institutions to adopt innovative practices, modern technologies, and skill development methodologies.

9. Transparency and Accountability:

To promote transparency, good governance, and accountability in all processes related to skill development and training.

10. National Integration and Inclusive Growth:

To support the government's mission of skill development for all, especially marginalized and underserved communities, contributing to national economic growth.

CHAPTER :- 02

SCOPE OF ACCREDITATION

1. Training Institutions and Centres:

Accreditation shall apply to public and private training institutes, vocational centres, ITIs, skill development centres, NGOs, and other organizations involved in skill training and vocational education.

2. Skill Development Programs:

IBVTE shall accredit programs and courses related to various sectors such as IT, healthcare, education, agriculture, manufacturing, construction, retail, tourism, hospitality, paramedical, beauty & wellness, and more.

3. Short-term and Long-term Courses:

The Council shall provide accreditation for both short-term skill certification courses and long-term diploma or advanced vocational programs.

4. Online and Offline Training Modes:

Accreditation is applicable to both physical (offline) and virtual (online or blended learning) training modes, provided the institution meets the necessary infrastructure and delivery standards.

5. Assessment and Certification Bodies:

IBVTE may accredit assessment agencies and certifying bodies that ensure credible evaluation and examination of trainees.

6. Trainer and Assessor Accreditation:

Accreditation shall cover the eligibility, training, and certification of trainers, instructors, and assessors involved in skill delivery and evaluation.

7. Industrial Training Providers and Apprenticeship Centres:

Institutions offering practical skill-based training and apprenticeship programs in collaboration with industry partners are eligible under this scope.

8. Government and Private Projects:

IBVTE may accredit institutions involved in state, central, or international skill development missions

CHAPTER :- 03

ACCREDITATION CRITERIA

1. Legal Status and Registration

The institution must be legally registered as a society, trust, company, or any other recognized body under Indian law.

Valid registration certificates, PAN, and other statutory documents must be submitted.

2. Infrastructure Requirements

The centre must have adequate space, classrooms, labs, workshops, washrooms, and necessary furniture/equipment.

Power supply, internet, safety measures, and hygiene facilities must be in place.

3. Training Equipment and Tool

Relevant tools, machines, and training aids must be available according to the trade/course offered.

For technical trades, functional machinery and lab setups are mandatory.

4. Qualified Faculty and Staff

Trainers should possess the required qualifications, experience, and certification in their subject areas.

Sufficient administrative and support staff must be available.

5. Curriculum and Course Content

The curriculum must align with IBVTE standards, national occupational standards (NOS), or industry needs.

Updated and structured course content with practical modules is essential.

6. Student Services

The institute must have a system for student registration, ID generation, attendance, counselling, and grievance redressal.

Placement support and career guidance should be part of the services.

7. Assessment and Evaluation System

Mechanism for continuous evaluation and final assessments must be established.

Practical and theory assessments must follow fair and transparent guidelines.

8. Record Maintenance and Documentation

Institutes must maintain records related to admissions, faculty, equipment, training schedules, and results.

All documents must be readily available for inspection or audit by IBVTE.

9. Affiliation/Partnership Proof (if applicable)

If the canter claims partnership with any government/private agency or NSDC, supporting MoUs or letters must be submitted.

10. Financial Stability

The organization must have financial capability to sustain operations, staff salaries, equipment maintenance, and other commitments.

11. Feedback and Quality Improvement

A system to collect feedback from students, staff, and employers must be in place.

Continuous improvement initiatives must be documented and implemented.

12. Compliance with Regulatory Requirements

The canter must comply with all applicable government norms, labour laws, environmental laws, fire safety, and other legal provisions.

13. Recognition and Social Impact (Preferred but not Mandatory)

Prior recognition, awards, community impact, or government project experience will be considered positively during evaluation.

CHAPTER :- 04

ACCREDITATION PROCESS

1. Application Submission

Training institutions seeking accreditation must submit an online/offline application in the prescribed format provided by IBVTE.

Required documents include:

Registration Certificate

PAN and GST (if applicable)

Details of infrastructure and faculty

Course details and syllabus

Photographs and videos of the premises

Previous experience (if any)

2. Application Scrutiny

The IBVTE Accreditation Committee will verify the application form and supporting documents.

If any discrepancies or missing documents are found, the applicant will be notified for clarification.

3. Fee Payment

Institutions must pay a non-refundable accreditation processing fee as prescribed by IBVTE.

The fee structure may vary based on the type, level, and number of courses or centres.

4. Pre-Assessment (Document Review)

A detailed review of all submitted documents and curriculum will be done by IBVTE experts.

The purpose is to ensure compliance with accreditation criteria before the physical visit.

5. On-site Inspection

A team of IBVTE -appointed assessors will visit the institution's premises.

The team will inspect infrastructure, training facilities, equipment, safety standards, faculty qualifications, and documentation.

They may also interact with trainers and students.

6. Assessment Report Preparation

The inspection team will prepare a detailed report based on their observations and findings.

The report will be submitted to the Accreditation Evaluation Committee for final decision.

7. Accreditation Decision

Based on the inspection report and fulfilment of all criteria, IBVTE may:

Grant Full Accreditation (Valid for 3 years)

Grant Provisional Accreditation (With conditions for improvement)

Reject Accreditation (With reasons)

8. Issuance of Accreditation Certificate

If approved, the institution will be issued an official IBVTE Accreditation Certificate with a unique accreditation number.

The centre's name will be listed on the official IBVTE website and records.

9. Post-Accreditation Monitoring

Accredited institutions must submit annual performance reports, student placement records, and updates on training programs.

Surprise inspections and audits may be conducted to ensure continuous compliance.

10. Renewal of Accreditation

Accreditation is generally valid for 3 years.

Institutions must apply for renewal 6 months before expiry, with updated documents and compliance proofs.

CHAPTER :- 05

ELIGIBILITY REQUIREMENTS.

1. Legal Entity

The applicant must be a legally registered organization in India such as:

Society registered under the Societies Registration Act, 1860

Trust registered under the Indian Trust Act, 1882

Company registered under the Companies Act (preferably under Section 8 for non-profits)

Educational institution or autonomous body recognized by state/central government

2. Valid Documentation

The institution must possess:

Registration certificate

PAN card

Address proof of the institution

Bank account in the name of the organization

MOA/Trust Deed/Articles of Incorporation

GST registration (if applicable)

3. Infrastructure

The institution must have:

Minimum built-up area as per course requirement

Classrooms, training labs/workshops, computer facilities (if applicable)

Basic amenities like water, toilets, fire safety, and ventilation

Accessibility features for differently-abled candidates (preferable)

4. Faculty and Trainers

The canter must have:

Qualified trainers and faculty with relevant degrees/diplomas and experience

Support staff including administration, accounts, and IT (as applicable)

Trainers certified by IBVTE or relevant sector skill councils (if available)

5. Course Offerings

The centre should offer skill development courses in line with:

IBVTE curriculum or sector-specific standards

National Skill Qualification Framework (NSQF) (optional)

Market demand or employability-focused areas

6. Financial Capacity

The organization must have:

The financial capability to maintain training operations, pay salaries, and procure/update equipment

Bank statements or audited financial records (if required by IBVTE)

7. Compliance with Statutory Norms

The canter must comply with:

Local building laws, labour laws, and environmental norms

Child protection and anti-discrimination policies

Any government licensing required for specific trades (e.g., healthcare, driving)

8. Experience (Preferred but not Mandatory)

Prior experience in skill training, government projects, or vocational education will be considered an advantage but is not mandatory.

9. Ethical Standards

The organization must agree to uphold:

Ethical practices in admission, assessment, and certification

Non-discriminatory and inclusive training policies

Transparency in fee structure.

CHAPTER :- 06

ACCREDITATION PROCESS.

The accreditation process of the Indian Board of Vocational and Technical Education (IBVTE) is designed to ensure that institutions and training providers meet the quality standards set by the council. Below is the step-by-step process:

1. Application Submission.

The training institute/organization must submit an official Application for Accreditation to IBVTE.

The application should include:

Institute Profile

Courses Offered

Infrastructure Details

Staff Qualifications

Past Performance (if any)

2. Application Review

IBVTE reviews the application for completeness and compliance with Eligibility Requirements.

If the application is incomplete, IBVTE may request additional information.

3. Document Verification

All submitted documents are verified, including:

Legal registration documents

Staff credentials

Infrastructure photographs

Financial statements (if required)

4. Pre-Assessment Visit

IBVTE may conduct a pre-assessment visit or virtual inspection of the training centre to:

Assess infrastructure

Interact with staff

Verify claims made in the application

5. Evaluation by Accreditation Committee

A dedicated Accreditation Committee evaluates the institute based on:

Infrastructure and equipment

Trainer qualifications and experience

Curriculum and training materials

Student support systems

Records and compliance

6. Accreditation Decision

Based on the evaluation report, the committee may:

Approve accreditation

Approve with conditions (provisional)

Reject the application with reasons

7. Issuance of Accreditation Certificate

If approved, IBVTE issues an Accreditation Certificate valid for a specified term (e.g., 3 years).

The institute receives a unique IBVTE Accreditation Number and Logo usage rights.

8. Post-Accreditation Monitoring

Accredited institutes are subject to periodic reviews and surprise inspections to ensure ongoing compliance.

Institutes must submit annual reports and notify IBVTE of any major changes.

9. Renewal of Accreditation

Before expiry, institutes must apply for renewal at least 3 months in advance.

Renewal involves a fresh evaluation process

10. Revocation of Accreditation

IBVTE reserves the right to revoke accreditation in cases of:

Misrepresentation of facts

Non-compliance with standards

Complaints or fraud

CHAPTER :- 07

DOCUMENTS VERIFICATION PROCESS.

The document verification process is a critical step in ensuring the authenticity, legality, and capability of any institution applying for accreditation under IBVTE.

1. Submission of Application and Documents

The applicant institution must submit the following documents along with the accreditation application form:

Registration Certificate (Society/Trust/Company)

PAN Card and Aadhar Card of key officials

Rental Agreement or Property Ownership Proof

Staff Educational Qualification Certificates

Passport-sized photographs, signatures, and seal of the institution

Photos of infrastructure, classrooms, labs, furniture, etc.

Course curriculum and training content

Address proof and electricity bill (if applicable)

2. Initial Scrutiny

IBVTE reviews whether the submitted documents are complete, properly formatted, and self-attested.

Incomplete or unclear documents are returned with a request for correction or re-submission.

3. Detailed Document Verification

The IBVTE verification team checks all submitted documents through a multi-step process:

Legal Verification

Registration certificates are verified through relevant government portals (e.g., MCA, Registrar of Societies).

PAN and Aadhar cards are verified through UIDAI or government databases.

Staff Qualification Verification

Teachers' and staff qualification certificates are verified from their respective Boards/Universities.

Experience letters and resumes are reviewed.

Property/Infrastructure Verification

Rent agreements, ownership papers, and utility bills are reviewed and verified.

GPS coordinates and site maps may also be checked.

Infrastructure Photos Cross-Verification

Submitted photos are compared with physical site visits or geo-tagged data (if required).

4. Physical Verification / Site Visit

A IBVTE inspection team visits the training centre for on-site verification of:

Original documents (registration, qualification, infrastructure)

Physical facilities (classrooms, labs, furniture)

Staff and student presence

Equipment, safety, and hygiene

5. Verification Report Preparation

The field team prepares a Verification Report summarizing:

Compliance level

Any discrepancies found

Suggestions or corrections needed

This report is submitted to the Accreditation Committee for review.

6. Approval or Rejection

If verification is successful, the application proceeds to the next stage (Evaluation/Accreditation).

If major discrepancies or fake documents are found, the application is rejected and the institute is notified.

7. Penalty for False Documents

In case of fraudulent or fake documents, IBVTE may:

Issue a legal notice

Blacklist the institution Cancel existing or future accreditations

CHAPTER :- 08

SITE VISIT AND EVOLUTION.

The site visit and evaluation are essential parts of IBVTE's accreditation procedure, conducted to ensure that the training institution genuinely meets the standards set by the council in terms of infrastructure, quality, staff, and training delivery.

1. Notification of Site Visit

Once the document verification is complete and satisfactory, IBVTE notifies the institution about the upcoming site visit.

The date and time may be either:

Pre-scheduled (informed in advance), or

Surprise visit, depending on IBVTE's internal policy.

2. Formation of Inspection Committee

A dedicated Inspection/Evaluation Committee is formed by IBVTE, which includes:

Accreditation officers

Subject experts (if required)

Quality assurance members

3. On-Site Verification Areas

During the site visit, the inspection team verifies the following key aspects:

Infrastructure

Number and size of classrooms

Computer lab, technical lab, or skill training equipment

Power supply, ventilation, and cleanliness

Seating capacity and safety arrangements

Faculty and Staff

Presence of qualified trainers and admin staff

Attendance records

Original qualification documents of staff members

Training Delivery Setup

Availability of training material, syllabus, books, and digital content

Boards, projectors, smart boards (if applicable)

Assessment tools or mechanisms used

Student Records

Student enrolment data

ID cards, admission forms, fee receipts

Attendance and feedback records

Branding & Display

IBVTE logo and signage displayed properly

Course chart, emergency exits, grievance redressal info displayed

Compliance and Licensing

Fire safety, hygiene, first-aid kit

Approval certificates, if applicable (like pollution, health NOC)

4. Interaction with Stakeholders

The team may also interact with students and trainers to:

Understand the training environment

Check awareness about the course

Collect informal feedback

5. Evaluation & Scoring

Each area is scored based on a standard evaluation checklist (with criteria like infrastructure quality, teaching methodology, compliance, etc.).

Points are awarded, and minimum benchmarks are required to pass.

6. Site Visit Report

After the visit, the evaluation team prepares a detailed report that includes:

Strengths of the institution

Gaps or deficiencies

Photographic evidence

Final recommendations (Approve, Approve with Conditions, or Reject)

7. Decision by Accreditation Committee

The report is submitted to the IBVTE Accreditation Committee.

Based on findings, the committee:

Grants accreditation

Grants provisional accreditation (with conditions)

Rejects accreditation

8. Follow-Up or Re-Visit (if required)

In case of provisional approval or serious gaps, IBVTE may schedule a follow-up visit to verify corrective measures.

CHAPTER :- 09

ACCREDITATION DECISION PROCESS.

The accreditation decision process is the final and most critical stage in the IBVTE accreditation system. It ensures that the institution is thoroughly assessed based on documentation, site visit findings, and overall compliance with the council's standards.

1. Receipt of Evaluation Report

After the site visit and evaluation, the IBVTE inspection team submits a comprehensive evaluation report.

This report includes:

Scores and remarks for each evaluated area

Observations and photographs

Stakeholder feedback

Overall recommendations (Pass/Fail/Provision).

2. Review by Accreditation Committee

A dedicated Accreditation Committee of IBVTE carefully reviews:

The application

Verified documents

Site visit report

Compliance with IBVTE norms and criteria.

3. Decision Criteria

The final accreditation decision is based on the following key factors:

Criteria	Weightage

Infrastructure and Facilities	20%
Faculty Qualifications & Experience	20%
Course Curriculum & Training Tools	15%
Student Support & Records	15%
Legal and Statutory Compliance	10%
Site Visit Observations	20%

To qualify, institutions must meet minimum benchmarks in all categories.

4. Types of Decisions

The IBVTE Accreditation Committee can issue one of the following decisions:

Full Accreditation

All requirements are met.

Accreditation is granted for a full term (e.g., 3 years).

Institution receives a certificate, ID code, and permission to use IBVTE logo.

Provisional Accreditation

Minor deficiencies found.

Institution is given 3 to 6 months to rectify issues.

Temporary/provisional status is granted with a warning.

Rejection

Major non-compliance or fraudulent practices found.

Accreditation is denied, and the institution is informed with reasons.

5. Communication of Decision

The official decision is sent to the institution via:

Email

Printed letter (if requested)

The certificate and official documents are dispatched within 15 working days after approval.

6. Appeal and Re-application

If accreditation is denied, the institution may:

File an appeal within 30 days, providing supporting documents.

Or, reapply after 6 months with all corrections in place.

CHAPTER :- 10

TERMS AND CONDITIONS OF ACCREDITATION.

Indian Board of Vocational and Technical Education (IBVTE)

The following terms and conditions must be accepted and adhered to by any institution granted accreditation by IBVTE:

1. Validity of Accreditation

Accreditation is valid for a period of 3 years from the date of issue.

The institution must apply for renewal at least 3 months before expiry.

2. Use of Name and Logo

The accredited institute is authorized to use the IBVTE logo, name, and accreditation number only during the validity period.

The logo must be used without alteration and only for approved purposes (e.g., ID cards, certificates, banners, websites).

3. Compliance with Standards

The institution must comply with all IBVTE operational guidelines, policies, and quality standards.

Any change in management, staff, location, or infrastructure must be notified to IBVTE within 15 days.

4. Monitoring and Audits

IBVTE reserves the right to conduct surprise inspections, audits, or monitoring visits anytime during the accreditation period.

Non-cooperation during inspections may lead to suspension or cancellation of accreditation.

5. Annual Reporting

Accredited institutions must submit an annual report to IBVTE detailing:

Student admissions

Course completions

Staff status

Any complaints or disciplinary actions.

6. Fee and Financial Obligations

Institutions must pay all applicable accreditation, renewal, and monitoring fees on time.

All payments are non-refundable, even in case of rejection or cancellation.

7. Prohibition of Misrepresentation

The institute must not misrepresent its accreditation status or falsely claim government recognition.

Any such activity will result in blacklisting and legal action.

8. Student Welfare and Grievance Redressal

Institutions must ensure the safety and welfare of students, and maintain a functional grievance redressal mechanism.

IBVTE can intervene in case of serious complaints from students or parents.

9. Record Maintenance

Institutes must maintain proper records of:

Enrolments

Attendance

Examinations

Results

10. Suspension or Revocation

Accreditation may be suspended or revoked by IBVTE under the following conditions:

Violation of terms and conditions

Submission of false information

Involvement in illegal or unethical activities

Failure to rectify deficiencies within the specified time

11. Legal Jurisdiction

In case of any dispute, the legal jurisdiction will be the city in which the IBVTE headquarters is located (e.g., Meerut, Uttar Pradesh).

12. Agreement and Declaration

The accredited institution must sign an Undertaking/Declaration Form confirming that they:

Understand all terms and conditions

Agree to abide by IBVTE policies

Accept the authority of IBVTE in accreditation matters

CHAPTER :- 11

DURATION AND VALIDITY OF ACCREDITATION.

1. Initial Accreditation Duration

The initial accreditation granted by IBVTE is valid for a period of 3 years from the date of approval.

During this period, the institution is expected to maintain full compliance with IBVTE standards and guidelines.

2. Renewal of Accreditation

Institutions must apply for renewal at least 3 months before the expiry of their current accreditation.

Renewal involves:

A review of performance and compliance

Fresh document submission

Possible re-inspection/site visit

If an institution fails to apply for renewal on time, their accreditation will automatically lapse.

3. Provisional Accreditation Validity

In case of minor deficiencies, IBVTE may grant Provisional Accreditation for 6 months to 1 year.

During this time, the institution must correct deficiencies and submit proof of compliance for full accreditation.

4. Validity Conditions

Accreditation remains valid only if:

The institute follows all IBVTE rules and regulations

There is no involvement in fraudulent or unethical practices

Regular reports and compliance updates are submitted to IBVTE

IBVTE is informed about any major changes (management, staff, location, etc.)

5. Revocation Before Expiry

IBVTE reserves the right to suspend or revoke accreditation before the 3-year term ends if:

Any violation of terms is found

Complaints from students or the public are verified

Surprise inspections reveal non-compliance

6. Documentation of Validity

Accredited institutions receive:

A Certificate of Accreditation

A Unique Accreditation Code

The official validity period clearly mentioned on the certificate

CHAPTER :- 12

RENEWAL OF ACCREDITATION.

Renewal of accreditation ensures that an institution continues to meet the quality and compliance standards of IBVTE even after the original accreditation period ends.

1. Duration of Initial Accreditation

Initial IBVTE accreditation is valid for 3 years.

Institutions must renew it to continue using the IBVTE name, logo, and offer certified training programs.

2. When to Apply for Renewal

The institution should apply for renewal at least 3 months before the expiry date of the current accreditation.

Late applications may lead to temporary suspension or re-inspection as a new applicant. **3. Renewal Application Process**

The steps for renewal are:

Step 1: Submit Renewal Form

Fill out the IBVTE Accreditation Renewal Form available from the IBVTE office or website.

Include updated documents:

Infrastructure photos (if changed)

Updated staff list with qualifications

Course updates or revisions

Any changes in ownership, address, or management.

Step 2: Pay Renewal Fee

Pay the applicable renewal fee as per the IBVTE fee structure.

Submit proof of payment with the application.

Step 3: Performance Report

Submit a Performance Report for the last 3 years, including:

Number of students trained

Certifications issued

Feedback or complaints

Audits or previous inspections

Step 4: Site Visit (if required)

IBVTE may conduct a site re-inspection to verify continued compliance.

Surprise visits are also possible based on past record.

4. Evaluation for Renewal

The renewal is granted based on:

Continued adherence to IBVTE standards

Updated infrastructure and faculty qualification.

No major complaints or violations

Positive audit/inspection report (if conducted)

5. Renewal Decision

After review, IBVTE may:

Approve full renewal for 3 more years

Grant provisional renewal for 6–12 months (if minor issues found) Reject renewal (if major non-compliance is found)

6. Post-Renewal Documentation

If approved, the institution receives:

Updated Accreditation Certificate

New Validity Dates

Continuation of Accreditation ID Code

7. Consequences of Not Renewing

If an institution fails to renew:

It loses its accredited status

It cannot use IBVTE name/logo or issue IBVTE-affiliated certificates

May be required to apply as a new institution later

CHAPTER :- 13

SUSPENSION AND WITHDRAWAL OF ACCREDITATION.

Accreditation by IBVTE is a mark of quality and compliance. However, if an institution violates IBVTE standards, policies, or ethical guidelines, the council reserves the right to suspend or withdraw the accreditation at any time.

1. Grounds for Suspension of Accreditation

Accreditation may be temporarily suspended if any of the following are found:

Non-compliance with IBVTE guidelines and standards

Failure to submit annual reports or renewal applications on time

Inadequate infrastructure or faculty as per norms

Refusal to cooperate during inspections or audits

Receiving multiple complaints from students, parents, or stakeholders

Misuse of IBVTE name, logo, or certification without authorization

2. Grounds for Withdrawal (Permanent Cancellation)

Accreditation may be permanently withdrawn if:

Fraudulent or fake documents were submitted during application or renewal

Involvement in unethical, illegal, or criminal activity

Misrepresentation of IBVTE affiliation to government or public

Violation of student rights or safety

Failure to correct issues during a suspension period

Repeat violations even after prior warnings

3. Process of Suspension or Withdrawal

IBVTE follows a fair process before taking action:

Step 1: Issue of Show Cause Notice

The institution is served a Show Cause Notice explaining the violation(s).

The institute must respond within 15–30 days with explanation or corrective action.

Step 2: Review by Disciplinary Committee

IBVTE's internal Disciplinary/Accreditation Committee evaluates the response.

May conduct a fresh inspection or investigation if required.

Step 3: Final Decision

Based on the findings, IBVTE may:

Suspend accreditation temporarily (with conditions for reinstatement)

Withdraw accreditation permanently

Reissue with penalties or probation (in minor cases)

4. Consequences of Suspension

Institution is temporarily barred from using IBVTE logo or issuing certificates

Enrolment under IBVTE may be frozen

Required to take corrective actions within a specified time period

5. Consequences of Withdrawal

Institution is permanently de-recognized by IBVTE

Legal action may be taken for misuse of name or fraud

Name of the institution may be blacklisted and published on the IBVTE website

All affiliations and permissions stand cancelled

6. Appeal Process

The institution has the right to appeal the decision within 30 days of receiving the suspension or withdrawal order.

Appeals must include valid evidence and explanation.

7. Re-Application After Withdrawal

A permanently withdrawn institution may only reapply after a cooling-off period of 1–2 years, subject to approval from the IBVTE Governing Body.

CHAPTER :- 14

APPEAL AND GRIEVANCE REDRESSAL MECHANISMS.

IBVTE is committed to transparency, accountability, and fairness. To ensure justice for institutions, students, and stakeholders, IBVTE has established structured appeal and grievance redressal systems.

1. Appeal Mechanism

This process allows institutions to challenge decisions made by IBVTE, such as:

Rejection of accreditation

Suspension or withdrawal of accreditation

Rejection of renewal

Imposition of penalties or warnings

Steps to File an Appeal:

Step 1: Submit Written Appeal

Institution must file an appeal within 30 days of receiving the official decision.

The appeal should be addressed to the IBVTE Appeals Committee.

IBVTE is committed to transparency, accountability, and fairness. To ensure justice for institutions, students, and stakeholders, IBVTE has established structured appeal and grievance redressal systems.

1. Appeal Mechanism

This process allows institutions to challenge decisions made by IBVTE, such as:

Rejection of accreditation

Suspension or withdrawal of accreditation

Rejection of renewal

Imposition of penalties or warnings

Steps to File an Appeal:

Step 1: Submit Written Appeal

Institution must file an appeal within 30 days of receiving the official decision.

The appeal should be addressed to the IBVTE Appeals Committee.

Step 3: Final Decision

The Committee will issue a written decision within 30–45 days of the appeal submission.

The final decision is binding and communicated formally.

2. Grievance Redressal Mechanism

IBVTE provides a mechanism to address complaints and grievances from:

Accredited institutions

Trainers or staff

Students or parents

Public or other stakeholders

Types of Grievances Handled:

Misconduct or negligence by accredited institutions

Delay or denial in certification

Harassment, discrimination, or abuse

Financial fraud or unethical practices

Staff misbehaviour or qualification-related issue

Grievance Submission Procedure:

Step 1: File a Complaint

Complaints can be submitted:

Online via IBVTE's website grievance form

Through email

In writing to the IBVTE Head Office

Must include:

Full name and contact of the complainant

Details of the grievance

Supporting documents (if any)

Step 2: Acknowledgment

IBVTE acknowledges the complaint within 7 working days.

Step 3: Investigation

The Grievance Redressal Cell investigates the matter.

May include:

Contacting both parties

Conducting interviews

Requesting documentation

Step 4: Resolution

IBVTE aims to resolve complaints within 30 days.

Both parties are informed in writing of the outcome.

3. Escalation Process

If the complainant is not satisfied with the resolution:

The case may be escalated to the Senior Grievance Review Panel.

Final resolution will be provided within an additional 15–30 days.

4. Confidentiality and Protection

All grievances are handled with strict confidentiality.

No retaliation is permitted against any whistle-blower or complainant.

5. Grievance Tracking

Each grievance or appeal is assigned a Tracking ID for follow-up.

Status updates may be available through the IBVTE portal or by contacting the grievance cell.

CHAPTER :- 15

CODE OF CONDUCT FOR ACCREDITED INSTITUTIONS

15.1 Applicability

The provisions contained herein shall apply to all Institutions granted Accreditation or Affiliation by the Board.
Compliance with this Code shall be a mandatory condition for grant, continuation, renewal, or extension of Accreditation.

15.2 General Obligations

Every Accredited Institution shall function with integrity, transparency, and accountability in all academic, administrative, and financial matters.
The Institution shall maintain the standards, norms, and guidelines prescribed by the Board from time to time.
The Institution shall act in a manner that upholds the objectives, credibility, and reputation of the Board.

15.3 Legal and Statutory Compliance

The Institution shall maintain valid legal registration under applicable law at all times.
All statutory permissions, safety norms, local authority approvals, and regulatory compliances shall remain valid and up to date.
The Institution shall not claim, advertise, or represent that Accreditation granted by the Board is equivalent to recognition by any Government authority, statutory body, university, or regulatory agency.

15.4 Academic Compliance

The Institution shall strictly adhere to the syllabus, curriculum framework, examination scheme, and assessment guidelines prescribed by the Board.

No course shall be commenced, altered, or discontinued without prior written approval of the Board.
Faculty members shall meet the minimum qualifications and experience prescribed by the Board.
Proper academic, attendance, and examination records shall be maintained and preserved for verification.

15.5 Student Protection and Welfare

The Institution shall provide a safe, inclusive, and non-discriminatory learning environment.
The fee structure shall be transparent and disclosed prior to admission.
No unauthorized or hidden charges shall be collected.
A formal grievance redressal mechanism shall be established within the Institution.

15.6 Use of Board Name and Logo

The Institution may use the name and logo of the Board strictly in accordance with guidelines issued by the Board.
The Board's name or logo shall not be used in any manner that misleads the public or implies governmental or statutory status.
Misuse of the Board's identity shall constitute grounds for disciplinary action.

15.7 Inspection and Monitoring

The Institution shall permit inspection, audit, review, or verification by the Board or its authorized representatives at any reasonable time.
All relevant documents and records shall be produced upon demand.

15.8 Prohibited Acts

The following shall constitute violation of this Code:

(a) Submission of false, fabricated, or misleading information.
(b) Misrepresentation regarding course validity or certification status.
(c) Unauthorized franchise, sub-centre, or third-party operation without prior written approval of the Board.
(d) Engagement in fraudulent, illegal, or unethical practices.

15.9 Disciplinary Action

In case of violation of this Code, the Board may issue a Show Cause Notice. Upon failure to provide satisfactory explanation, the Board may suspend, withhold, or cancelAccreditation.

The decision of the Governing Body of the Board shall be final and binding.

Chapter 16

MONITORING AND COMPLIANCE

16.1 Authority of the Board

The Board shall have the authority to monitor, review, and ensure compliance of all Accredited Institutions with the provisions of these Bye-Laws and other regulations issued from time to time.
Monitoring may include academic, administrative, financial, and infrastructural aspects related to Board-approved programs.

16.2 Periodic Reporting

Every Accredited Institution shall submit periodic reports as prescribed by the Board. Such reports may include student enrolment data, faculty details, infrastructure status, examination records, and financial compliance related to Board programs. Failure to submit reports within the prescribed time may attract disciplinary action.

16.3 Inspection and Audit

The Board may conduct scheduled or surprise inspections through its authorized representatives or Inspection Committee.
The Institution shall extend full cooperation and provide access to premises, records, and relevant documents.
The Board may also conduct academic audits, compliance reviews, or third-party verification where deemed necessary.

16.4 Compliance Directives

Where deficiencies are observed, the Board may issue written directions for rectification within a specified time period.

The Institution shall comply with such directives within the stipulated time. Non-compliance may result in suspension, restriction, or cancellation of Accreditation.

16.5 Data Verification

The Board reserves the right to verify student data, faculty credentials, and institutional claims at any time.
Submission of incorrect, incomplete, or misleading data shall be treated as a serious violation.

16.6 Continuous Compliance

Accreditation shall remain subject to continuous compliance with Board norms. Grant of Accreditation shall not be construed as a permanent or unconditional right.

Chapter :- 17

CONFIDENTIALITY

17.1 Confidential Nature of Information

All information, documents, records, data, reports, examination materials, and communications exchanged between the Board and the Accredited Institution shall be treated as confidential.
Such information shall not be disclosed to any third party without prior written permission of the Board, except where required by law.

17.2 Examination and Assessment Confidentiality

Examination papers, question banks, evaluation schemes, moderation records, and result data shall be strictly confidential.
The Institution shall take adequate measures to prevent leakage, unauthorized access, or misuse of examination-related materials.
Any breach of examination confidentiality shall be treated as serious misconduct.

17.3 Student Data Protection

Personal information of students, including academic records and identification details, shall be handled with due care and shall not be disclosed except for legitimate academic or legal purposes.
The Institution shall ensure that student data is protected against unauthorized access, alteration, or misuse.

17.4 Board Records and Intellectual Property

All curriculum frameworks, training materials, formats, examination systems, logos, and official documents developed or issued by the Board shall remain the intellectual property of the Board.

The Institution shall not reproduce, distribute, modify, or commercially exploit such materials without prior written approval of the Board.

17.5 Survival of Obligation

The obligation of confidentiality shall survive suspension, cancellation, expiry, or termination of Accreditation.

Chapter 18

BRANDING AND USE OF LOGO

18.1 Ownership of Brand and Identity

The name, logo, emblem, seal, trademarks, design elements, and all official insignia of the Board shall remain the exclusive property of the Board.
No Accredited Institution shall claim ownership, partnership, or proprietary rights over the Board's brand identity.

18.2 Limited Right of Use

An Accredited Institution may use the name and logo of the Board strictly for purposes related to Board-approved programs.
Such use shall be subject to guidelines, design standards, and written instructions issued by the Board from time to time.
The right to use the Board's branding shall be non-transferable and non-exclusive.

18.3 Restrictions on Use

The Institution shall not use the Board's name or logo in any manner that:
(a) Suggests governmental, statutory, or university status;

(b) Misleads students or the public regarding recognition, equivalence, or approval; (c) Implies partnership, joint venture, or legal authority beyond Accreditation granted by the Board.

The Board's logo shall not be altered, modified, distorted, or used in combination with any other logo without prior written approval.

18.4 Promotional and Advertising Material

All advertisements, brochures, websites, and promotional materials containing the Board's name or logo shall clearly indicate the status of "Accredited Institution of the Board."
The Institution shall ensure that no false or exaggerated claims are made in relation to the Board.

18.5 Suspension of Branding Rights

Upon suspension, cancellation, or expiry of Accreditation, the Institution shall immediately cease the use of the Board's name, logo, and branding in all forms. The Institution shall remove all signage, website references, advertisements, and printed materials displaying the Board's identity within the period specified by the Board.

18.6 Legal Action

Unauthorized use or misuse of the Board's branding shall constitute a serious violation and may result in disciplinary action, cancellation of Accreditation, and initiation of legal proceedings as deemed appropriate by the Board.

Top of Form

Bottom of Form

Chapter :- 19

FEES AND CHARGES

19.1 Prescribed Fees

Every Institution seeking Accreditation shall pay the prescribed Application Fee, Processing Fee, Inspection Fee, and Accreditation Fee as determined by the Board from time to time.
The schedule of fees shall be notified by the Board through official communication or notification.

19.2 Renewal Fees

Accredited Institutions shall pay Renewal Fees within the prescribed time period for continuation of Accreditation.
Failure to pay Renewal Fees within the stipulated time may result in suspension or lapse of Accreditation.

19.3 Examination and Student-Related Charges

The Institution shall collect examination fees, enrollment charges, and other Board-approved student fees strictly as prescribed by the Board.
No additional or unauthorized charges shall be imposed upon students in the name of the Board.
The Institution shall remit the Board's prescribed share of fees within the specified time frame.

19.4 Mode of Payment

All payments to the Board shall be made through approved modes such as bank transfer, demand draft, or other officially notified methods.

Cash payments shall not be accepted unless specifically authorized in writing by the Board.

19.5 Non-Refundability

All fees paid to the Board shall be non-refundable, except where expressly decided otherwise by the Board.
Application or inspection fees shall not be refundable in case of rejection of Accreditation.

19.6 Revision of Fees

The Board reserves the right to revise the fee structure from time to time. Revised fees shall be binding upon all Accredited Institutions from the effective date specified in the notification.

19.7 Outstanding Dues

In case of non-payment of dues, the Board may withhold examination forms, results, certificates, or other services.
Continued default may result in suspension or cancellation of Accreditation.

Chapter:- 20

QUALITY ASSURANCE AND EVALUATION

20.1 Objective

The Board shall establish and maintain a Quality Assurance framework to ensure that all Accredited Institutions adhere to prescribed academic and operational standards. The purpose of Quality Assurance shall be to maintain consistency, credibility, and continuous improvement in Board-approved programs.

20.2 Quality Standards

Every Accredited Institution shall comply with the academic, infrastructural, faculty, administrative, and examination standards prescribed by the Board. The Board may issue quality benchmarks, operational guidelines, and minimum performance indicators from time to time. Institutions shall implement such standards within the stipulated timeframe.

20.3 Periodic Evaluation

The Board may conduct periodic evaluations of Accredited Institutions. Evaluation may include review of teaching quality, student performance, faculty qualifications, infrastructure adequacy, and compliance with Board norms. Evaluation may be conducted through inspection, audit, academic review, data analysis, or third-party assessment as deemed appropriate by the Board.

20.4 Performance Review

The Board may classify Institutional performance based on evaluation findings. Where deficiencies are identified, the Board may issue improvement directives requiring corrective action within a specified period. Failure to implement corrective measures may attract disciplinary action.

20.5 Continuous Improvement

Accredited Institutions shall adopt internal quality monitoring mechanisms to ensure continuous improvement.
The Institution shall maintain records of academic outcomes, feedback mechanisms, and performance indicators for review by the Board.

20.6 Right to Modify Standards

The Board reserves the right to revise quality standards, evaluation procedures, and performance criteria from time to time.
Such revisions shall be binding upon all Accredited Institutions from the effective date specified by the Board.

Chapter 21

REPORTING REQUIREMENTS

21.1 Mandatory Reporting Obligation

Every Accredited Institution shall submit periodic reports to the Board in the format and within the timelines prescribed by the Board.
21.1.2 Submission of reports shall be a mandatory condition for continuation of Accreditation.

Types of Reports

The Institution shall submit, inter alia, the following reports as applicable:

(a) Student Enrolment and Admission Data
(b) Faculty Details and Qualification Records
(c) Infrastructure Status Report
(d) Examination and Assessment Records
(e) Financial Statement relating to Board-approved programs
(f) Compliance and Self-Assessment Reports

21.3 Annual Compliance Report

Every Institution shall submit an Annual Compliance Report confirming adherence to the provisions of these Bye-Laws and Board guidelines.
The Annual Report shall include declarations regarding legal validity, academic conduct, and financial compliance.

21.4 Incident Reporting

The Institution shall immediately inform the Board of any material event affecting academic operations, examination integrity, legal status, or institutional ownership. Failure to report such events shall constitute a violation of these Bye-Laws.

21.5 Verification of Submitted Information

The Board reserves the right to verify any information submitted by the Institution. Submission of false, misleading, or incomplete information shall be treated as serious misconduct and may attract disciplinary action.

21.6 Consequences of Non-Submission

Failure to submit required reports within the prescribed timeline may result in issuance ofnotice.
Continued default may lead to suspension, restriction of services, or cancellation of Accreditation.

Chapter:- 22
LEGAL OBLIGATIONS

22.1 Compliance with Applicable Laws

Every Accredited Institution shall comply with all applicable laws, statutes, rules, regulations, and governmental directives in force from time to time.
The Institution shall be solely responsible for obtaining and maintaining all licenses, registrations, permissions, and approvals required under applicable law.

22.2 Independent Legal Status

Accreditation granted by the Board shall not create any partnership, agency, employment, joint venture, or legal representation relationship between the Board and the Institution.
The Institution shall operate as an independent legal entity and shall not bind the Board in any contractual or legal obligation.

22.3 No Governmental Status

The Institution shall not represent or imply that it is a Government body, statutory authority, university, or entity established by an Act of Legislature solely by virtue of Accreditation granted by the Board.
Any such misrepresentation shall constitute a serious violation of these Bye-Laws.

22.4 Liability for Acts and Omissions

The Institution shall be solely responsible for its acts, omissions, representations, advertisements, contracts, and dealings with students, staff, or third parties. The Board shall not be liable for any civil, criminal, financial, or administrative liability arising out of the operations of the Institution.

22.5 Indemnification

The Institution agrees to indemnify and hold harmless the Board, its Governing Body, officers, and representatives from any claims, losses, damages, liabilities, or legal proceedings arising out of:
(a) Violation of law by the Institution;
(b) Misrepresentation made by the Institution;
(c) Disputes between the Institution and its students, employees, or third parties.

22.6 Cooperation in Legal Matters

In the event of any legal inquiry, investigation, or proceeding relating to Board-approved programs, the Institution shall provide full cooperation and necessary documentation.

Chapter 23

GOVERNING BODY AND ACCREDITATION COMMITTEE

23.1 Authority of the Governing Body

The Governing Body of the Board shall be the supreme authority for policy formulation, regulation, supervision, and overall administration of Accreditation matters.
The Governing Body shall have the power to approve, suspend, renew, or cancel Accreditation in accordance with these Bye-Laws.
The decision of the Governing Body shall be final and binding upon all Accredited Institutions.

23.2 Constitution of Accreditation Committee

The Board may constitute an Accreditation Committee for the purpose of examining applications, conducting evaluations, and recommending action regarding Accreditation.

The Accreditation Committee shall consist of such members as may be appointed by the Governing Body from time to time.
The composition, tenure, and powers of the Accreditation Committee shall be determined by the Governing Body.

23.3 Functions of the Accreditation Committee

The Accreditation Committee shall, inter alia:

(a) Scrutinize applications for Accreditation;
(b) Review inspection and evaluation reports;
(c) Recommend grant, renewal, suspension, or cancellation of Accreditation;

(d) Advise on quality standards and compliance measures;

(e) Monitor implementation of Accreditation conditions.

23.4 Meetings and Decision-Making

The Accreditation Committee shall meet as and when required.

Decisions shall be taken by majority of members present and voting.

In case of equality of votes, the Chairperson shall have a casting vote.

23.5 Delegation of Powers

The Governing Body may delegate specific powers relating to Accreditation to the Accreditation Committee or any authorized officer of the Board. Such delegation shall not affect the ultimate supervisory authority of the Governing Body.

Chapter :- 24

AMENDMENTS TO BYE-LAWS

24.1 Power to Amend

The Governing Body of the Board shall have the authority to amend, modify, alter, substitute, or repeal any provision of these Bye-Laws from time to time. Such amendments may be made in the interest of academic standards, regulatory compliance, administrative efficiency, or institutional development.

24.2 Procedure for Amendment

Any proposal for amendment may be initiated by the Governing Body or by a duly constituted Committee authorized for the purpose. Amendments shall become effective upon approval by the Governing Body and issuance of an official notification or resolution.

24.3 Binding Effect

All amendments, modifications, or revisions shall be binding upon all Accredited Institutions from the effective date specified in the notification. Continued Accreditation shall be deemed as acceptance of such amendments by the Institution.

24.4 Interpretation

In case of any ambiguity or dispute regarding interpretation of these Bye-Laws or any amendment thereto, the interpretation of the Governing Body shall be final and binding.

Clause 25

DISPUTE RESOLUTION

25.1 Amicable Settlement

In the event of any dispute, difference, or claim arising between the Board and an Accredited Institution relating to Accreditation, compliance, fees, examination matters, or interpretation of these Bye-Laws, the parties shall first attempt to resolve the matter amicably through mutual discussion.

25.2 Reference to Governing Body

If the dispute is not resolved amicably, the matter shall be referred to the Governing Body of the Board for consideration.
The decision of the Governing Body, after providing an opportunity of representation to the Institution, shall be final and binding.

25.3 Arbitration (If Applicable)

In cases where the dispute remains unresolved, the Board may, at its discretion, refer the matter to arbitration in accordance with applicable law.
The arbitration proceedings shall be conducted by a sole arbitrator appointed by the Board.
The decision or award of the arbitrator shall be final and binding upon the parties.

25.4 Jurisdiction

Subject to the above provisions, the courts having territorial jurisdiction over the registered office of the Board shall have exclusive jurisdiction over all legal proceedings arising out of or related to Accreditation.

25.5 Continuity of Obligations

Pending resolution of any dispute, the Institution shall continue to comply with the provisions of these Bye-Laws and directions issued by the Board.

Chapter :- 26

ANNEXURES (FORMS, CHECKLISTS, AND TEMPLATES)

26.1 Applicability of Annexures

The forms, checklists, declarations, formats, templates, and procedural documents appended to these Bye-Laws shall form an integral part of the Accreditation framework. All Accredited Institutions shall comply with the requirements specified in such Annexures.

26.2 Prescribed Formats

Applications for Accreditation, Renewal, Inspection, Reporting, and other related processes shall be submitted strictly in the formats prescribed in the Annexures. No application or submission shall be considered valid unless made in the prescribed format and accompanied by required documents.

26.3 Inspection and Compliance Checklists

The Board may issue standardized Inspection Checklists for infrastructure, faculty, academic compliance, and administrative requirements. Institutions shall ensure readiness in accordance with such checklists prior to inspection.

26.4 Declarations and Undertakings

Institutions shall submit declarations, affidavits, and undertakings in the formats prescribed by the Board.
Submission of false declarations shall constitute serious misconduct and may result in cancellation of Accreditation.

26.5 Power to Revise Annexures

The Board reserves the right to modify, update, replace, or introduce new Annexures from time to time without requiring amendment to the main body of these Bye-Laws. Such revised Annexures shall become binding from the date of notification.

26.6 Illustrative Annexures

Without limiting the generality of the above, Annexures may include:

(a) Application Form for Accreditation
(b) Renewal Application Form
(c) Inspection Report Format
(d) Infrastructure Checklist
(e) Faculty Qualification Format
(f) Annual Compliance Report Format
(g) Fee Schedule
(h) Undertaking and Declaration Form