

## Private Universities License<sup>1</sup>

Academic Affairs Coordinating Directorate

Ministry of Higher Educations (MoHE)

Karta-i- Char towards Kote Sanghee

Telephone numbers: 2500048

Regulation on Establishment of Private Educational Institutions and Article 46 of the Constitution

Documentation required:

1. Application letter from the investor.
2. National ID card of the investor.
3. Certificate of a degree in higher education of the investor.
4. Land ownership deed for the land to be occupied by the university.

Security deposit receipt from any bank. (Note: The issue of security money and its amount has not yet been approved by the Council of Ministers.)

The process is the same for Afghans and for foreigners. But a foreigner needs to have a valid passport and visa. Also he/she will have to prove his/her educational documents through the diplomatic channels of his/her home country.

The time to complete ranges from a few days to one month. The process requires three signatures, the final signature being that of the Minister of Higher Education.

Cost (Fee):

Determination of a fee for private university is an issue which still has not been finalized by the cabinet or approved by the president. It is in process as of mid-2006

First an agreement is signed which is only valid for six months and then a permanent agreement is signed.

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<sup>1</sup> The authority for this license has been transferred from the Ministry of Higher Education to the Ministry of Justice. There is currently (as of mid-2006) a new law on higher education that has not been passed and hence the implementing regulations and procedures are not in place. The processes described here are for the old law as it was administered by the Ministry of Higher Education.

Step by step process of acquiring the license.

1. The investor who wants to establish a private educational centre or institution of higher education submits an application letter to the Minister of Higher Education requesting a license for this purpose.
2. The Minister reviews this letter and if it is acceptable, he/she stamps and signs it and writes an order on the letter. The letter is then given to the investor to take to the Academic Affairs Coordinating Directorate to take appropriate action.
3. This Directorate signs an agreement with the applicant which lasts for six months. This six month period is a pilot period for the institution during which the investor obtains and prepares all the required documents for a permanent contract.
4. A panel of senior officials of this Directorate is assigned to visit and review the area, location and the institution. The panel then presents its findings in an official report to the Directorate.
5. After presentation of the report prepared by the senior officials of that ministry, the Minister submits a recommendation to the President of Afghanistan for approval.
6. When this is approved and signed by the President, the Academic Affairs Directorate issues provisional activity permission for the educational institution for six months.

Within this pilot period:

1. The investor must present his/her land ownership deed to the Academic Affairs Directorate from the Municipality in which the institution is to be located.
2. The land allocated for university or educational institution should be large enough for the needed buildings, such as Administrative offices, teaching classrooms, faculty offices, green yards, parks and hostels.
3. The educational institution should try to provide suitable space for the needed buildings, equipment and educational materials, and experts within this six months pilot activity period. Rental buildings can be utilized for establishment of educational centres or institutions in the first six months, but this rental arrangement cannot be continued after this period unless consulted and agreed by the MoHE.

After all processes mentioned above have been followed properly, the private university or educational institution can sign a permanent agreement (permanent activity license) with the MoHE.