

NATIONAL BOARD OF ACCREDITATION

Pro-forma for Pre-Qualifiers for Undergraduate Pharmacy Programs

PARTA- Profile of the Institute

Name of the program applied for:

A1. Name of the College:-

Year of Establishment:-

Location of the College:-

A2. Address:-

City:-

State:-

Pin Code:-

Website:-

E-mail:-

STD Code:-

Phone No:-

Fax STD Code:-

Fax:-

A3. Head of the Institution:-

Name:-

Designation:-

Status of Appointment:-

A4. Contact details of Head of the Institution:-

STD Code:-

Telephone No:-

Mobile:-

E-mail:-

Fax STD Code:-

Fax No:-

A5. Name of the Affiliating University:-

Address:-

City:-

State:-

Pin Code:-

Website:-

E-mail:-

STD Code:-

Phone No:-

Fax STD Code:-

Fax:-

A6. Type of the Institution:

University

Deemed University

Autonomous Any other (Please Specify)
 Affiliated

A7. Ownership Status:

Central Government State Government
 Grant-in-Aid Self financing
 Trust Society
 Section 25 Company Any Other (Please specify)

Provide Details:

A8. Students Admissions (Institute level considering all programs):

Item	CAY	CAYm1	CAYm2	Total
Sanctioned intake				
Number of students admitted				
% of Students Admitted over last three assessment years (Total Admitted/Sanctioned Intake)				

Table A8

CAY: Current Academic Year

CAYm1: Current Academic Year minus1=Current Assessment Year

CAYm2: Current Academic Year minus 2=Current Assessment Year minus 1

A9. Campus Information:-

Does the College have its own building:-

Sports Complex:-

Canteen and Hostel (If any):-

Medical Room:-

Computer Laboratories:-

Counseling and guidance:-

Placement:-

A10. Names of programs offered by the College:-

UG:-

PG:-

Note: - Please mention department wise.

A11. Programs to be considered for Accreditation vide this application.

S. No.	Program Name

Table A11

PART B- Program information as per point A11

(To be filled separately for all the programs applied for)

B1. Provide separate Information for each program applied for:-

Sr. No.	Name of the program to be considered	Year of Start	Initial Intake	Increase/decrease in intake, if any (mention the no. of seats increased/decreased, also)	Year of increase	PCI/ AICTE Approval Letter No.	Accreditation Status*

Table B1

*** Write applicable one:**

- Applying first time
- Granted accreditation for two/ three years for the period(specify period)
- Granted accreditation for 5 /6 years for the period (specify period)
- Not accredited (specify visit dates, year)
- Withdrawn (specify visit dates, year)
- Not eligible for accreditation
- Eligible but not applied

B2. Student Admissions (Program specific):-

Item	CAY	CAYm1	CAYm2	Total
Sanctioned intake				
Number of students admitted				
% of Students Admitted over last three assessment years (Total Admitted/Sanctioned Intake)				

Table B2

CAY: Current Academic Year

CAYm1: Current Academic Year minus1=Current Assessment Year

CAYm2: Current Academic Year minus 2=Current Assessment Year minus 1

B3. Information of Faculty

Please provide the list of faculty in the department as per the below format since CAYm3 (2013-14), please provide separate list for each year till CAY

S. No.	Name	PAN No.	Qualification	Area of Specialization	Designation	Date of Joining	Date on which Designated as Professor/Associate Professor	Currently Associated (Y/N)	Nature of Association (Regular/Contract/Adjunct)	Date of Leaving (In case Currently Associated is "No")
1.										
..										
N										

Table B3

B3.1. Number of Faculty in the department

S. No.	Designation/Numbers	Number of Faculty in the department*	
		CAY	CAYm1
1.	Professor		
2.	Associate Professor		
3.	Assistant Professor		
4.	Number of Ph.D.		

Table B3.1

*At least one Professor or Associate professor should be available exclusively for the program under consideration

B3.2. Detail of Head of the Department for the program under consideration:

Name:-

Qualification:-

Ph.D.

Others

B.4. Student Faculty Ratio (to be calculated as per the Department):-

(No of Faculty as per the sanctioned intake)

No. of UG Programs in the Department (n): _____

No. of PG Programs in the Department (m): _____

No. of Students in UG 1st Year= **u1**

No. of Students in UG 2nd Year= **u2**

No. of Students in UG 3rd Year= **u3**
 No. of Students in UG 4th Year= **u4**
 No. of Students in PG 1st Year= **p1**
 No. of Students in PG 2nd Year= **p2**

No. of Students = Sanctioned Intake + Actual admitted lateral entry

(The above data to be provided considering all the UG and PG programs of the department)

S = Number of Students in the Department = UG1 + PG1 + PG2

F = Total Number of Regular Faculty Members in the Department

Student Faculty Ratio (SFR) = S/F

Year	CAY	CAYm1	CAYm2
u1.1			
u1.2			
u1.3			
u1.4			
UG1	u1.1+u1.2+u1.3+u1.4	u1.1+u1.2+u1.3+u1.4	u1.1+u1.2+u1.3+u1.4
p1.1			
p1.2			
PG1	p1.1+p1.2	p1.1+p1.2	p1.1+p1.2
....			
pm.1			
pm.2			
PGm	pm.1+pm.2	pm.1+pm.2	pm.1+pm.2
Total No. of Students in the Department (S)	UG1 + PG1 + ...PGm=S1	UG1 + PG1+... + PGm= S2	UG1 + PG1+... + PGm= S3
No. of Faculty in the Department (F)	F1	F2	F3
Student Faculty Ratio (SFR)	SFR1=S1/F1	SFR2= S2/F2	SFR3= S3/F3
Average SFR	SFR=(SFR1+SFR2+SFR3)/3		

Table B3.3

Note:

1. All the faculty whether regular or contractual (except Part-Time or hourly based), will be considered. The contractual faculty appointed with any terminology whatsoever, who have taught for 2 consecutive semesters with or without break between the two semesters in the corresponding academic year on full time basis shall be considered for the purpose of calculation in the Faculty Student Ratio. However, following will be ensured in case of contractual faculty:
 - a. Shall have the PCI prescribed qualifications and experience.
 - b. Shall be appointed on full time basis and worked for consecutive two semesters with or without break between the two semesters during the particular academic year under consideration.
 - c. Should have gone through an appropriate process of selection and the records of the same shall be made available to the visiting team during NBA visit.

B5. Placement Ratio

Year	N= Total No. of Final Year Students	Z= (Number of students placed in Industries/ Hospitals/ Government sector through on/off campus recruitment or opted for Entrepreneurship + No. of students admitted to higher studies with valid scores in various qualifying exams)	Placement and Higher Studies Ratio (Z/N)
CAYm1			
CAYm2			
CAYm3			
Average Placement and Higher Studies Ratio			

Table B5

B6. Faculty Cadre Proportion:-

(The reference Faculty cadre proportion is 1:2:6 i.e.; Professor: Associate professor: Assistant professor)

Year	Professors		Associate Professors		Assistant Professors	
	Required F1	Available	Required F2	Available	Required F3	Available
CAY						
CAYm1						
CAYm2						
Average Numbers	RF1=	AF1=	RF2=	AF2=	RF3=	AF3=

Table B6

Compliance status to Pre-Visit Qualifiers

S.N.	Pre Visit Qualifiers	Current Status	Compliance Status (Complied/Not Complied)
Essential Qualifiers			
1	Vision, Mission & PEOs i. Are the Vision & Mission stated in the Prospectus / Website? ii. Are the PEOs of the Program listed in the Prospectus / Website?		
2	Whether approval of PCI/AICTE for the programs under consideration has been obtained for all the years including current year		
3	Whether admissions in the undergraduate programs under consideration has been more than or equal to 50% * for previous three academic years including current academic year.	% Admission	
5	Whether student faculty ratio in the department of the program under consideration is better than or equal to 1:20 averaged for previous three academic years including current academic year.	SFR	
6	Whether at least one Professor or one Associate Professor available in the respective Department during previous two academic years including current academic year.		
7	Whether the placement ratio (Placement + higher studies) is greater than 40% (average of the last three assessment years)		
8	Whether two batches have passed out in the programs under consideration		
9	Whether HODs possess Ph.D. degrees		

10	Whether number of available faculty with Ph.D. in the department is greater than or equal 20% of the required number of faculty averaged for previous two academic years including current academic year.		
Desirable Parameters			
1	Whether department has program assessment and quality improvement committee. If so, its constitution and mandate.		
2	Whether the departments under consideration receives separately earmarked funds for I Maintenance of Laboratory/computational facilities(recurring funds) II Up-gradation of laboratory/computation facilities(non-recurring funds)		
5	Whether admissions in the undergraduate programs under consideration has been more than 60% (average of the last three assessment years)		

*Total number of students admitted in first year in the respective program minus number of students migrated to other programs/ institutions plus the number of students migrated to this program divided by the sanctioned intake in the respective program.