

NATIONAL BOARD OF ACCREDITATION

Pro-forma for Pre-Qualifiers –Diploma Pharmacy Programs

PART A- Profile of the Institute

A1. Name and Address of the Institute:-

City:-

State: -

Pin Code: -

Website: -

E-mail: -

STD Code: -

Phone No: -

Fax STD Code: -

Fax: -

A2. Year of Establishment:-

A3. Head of the Institution:-

Name: -

Designation: -

Status of Appointment:-

Phone No: -

Mobile: -

E-mail:-

Fax No:-

A4. Name and Address of the Affiliating University:-

City:-

State: -

Pin Code: -

Website: -

E-mail: -

Phone No: -

Fax: -

A5. Type of the Institution:

Institute of National Importance

Autonomous

University

Any other (Please specify) *

Deemed University

**Provide Details:*

A6. Ownership Status:

Central Government

Trust

State Government

Society

Government Aided

Section 25 Company

Self-financing

Any Other (Please specify) *

**Provide Details:*

A7. Campus Information:-

Does the College have its own building:-

Sports Complex:-

Canteen and Hostel (If any):-

Medical Room:-

Computer Laboratories:-

Counselling and guidance:-

A8. Details of all the programs offered by the institution:

S. No.	Program Name	Year of Start

A8.1

A9. Program to be considered for accreditation vide this application:

S. No.	Program Name

Table A9.1

PART B- Program information

B1. Provide Information for program applied for: -

Sr. No.	Name of the program to be considered	Year of Start	Intake	Increase/ Decrease in intake, if any	Year of increase/ decrease	PCI/ AICTE Approval	Accreditation Status*

Table B1.1

Note: Please mention **all increase/decrease intake** starting from the first increase for all programs

* **Write applicable one:**

- Applying first time
- Granted provisional 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- Withdrawn (specify visit dates, year)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 including the current academic year i.e. CAY, CAYm1 and CAYm2 (Total Admitted/Sanctioned Intake)				

*Total number of students admitted in first year minus number of students migrated to other institutions, plus the number of students migrated to this institution divided by the sanctioned intake.

CAY: Current Academic Year

CAYm1: Current Academic Year minus 1 = Current Assessment Year

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

B3. Information of Faculty

B 3.1. Faculty in the Department and Program: Please provide the list of faculty in the program as per the below format

Name of the Faculty Member	Qualification			Nature of Association (Regular/Contractual)	In case of contractual (Mention Full time or Part time)	Designation	Date of Joining the Institution	Date of Leaving the Institution	Currently Associated (Yes/No)	Whether drawing salary as prescribed by the concerned State Government in the respective cadre (Yes/No in case of contractual faculty)
	Degree (highest degree)	University	Year of Graduation							

Table B3.1.1

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

Name:-

Qualification:-

B3.3. Student-Faculty Ratio (SFR) (15) + Availability of HoD/Principal (5); (20)

No. of Students in Diploma 1st Year= **d1**

No. of Students in Diploma 2nd Year= **d2**

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**

UG1 = Total no. of students in the UG program

No. of Students in PG 1st Year= **p1**

No. of Students in PG 2nd Year= **p2**

p1.1= no. of 1st year students in 1st PG program

p1.2= no. of 1st year students in 2nd PG program

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.....
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PG1= Total no. of 1st year students in all PG programs running in the department

P2.1= no. of 2nd year students in 1st PG program

P2.2= no. of 2nd year students in 2nd PG program

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PG2= Total no. of 2nd year students in all PG programs running in the department

(Note: No. of students in other programs being run in the department (For example: For Pharm.D 6 year program provide number of students for all 6 years)

No. of Students = Sanctioned Intake

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

S=Number of Students in the Department = D1 + D2 + UG1 + PG1 + PG2

F = Total Number of Regular Faculty Members in the Department

Student Faculty Ratio (SFR) = S/F

Year	CAY	CAYm1	CAYm2
d1			
d2			
D	d1+d2	d1+d2	d1 + d2
u1			
u2			
u3			
u4			
UG1	u1+u2+u3+u4	u1+u2+u3+u4	u1+u2+u3+u4
p1.1			
P1.2			
.....			
PG1	p1.1+p1.2+....	p1.1+p1.2+.....	p1.1+p1.2+.....
P2.1			
p2.2			
....			
PG2	P2.1+p2.2+...	P2.1+p2.2+....	P2.1+p2.2+....
Total No. of Students in the Department (S)	D1+D2+ UG1 + PG1+ PG2	D1+D2+ UG1 + PG1+ PG2	D1+D2+ UG1 + PG1+ PG2
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		

Note:

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 2 semesters in 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 2 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.
1. Depending upon the No. of programs in UG and PG the above table has to be updated accordingly. For Ex: if UG="0" and PG="1".
 2. Faculty to be calculated Department wise as per the format given in SAR; Faculty appointment letters, time table, subject allocation file, salary statements and random interaction in person.
 3. No. of student's calculation as mentioned in the SAR
 4. Faculty Qualification as per PCI guidelines shall only be counted

Compliance status to Pre-Visit Qualifiers

S.N.	Pre-Visit Qualifiers	Current Status	Compliance Status (Complied/Not Complied)
Essential Qualifiers			
1	Whether approval of PCI/AICTE for the programs under consideration has been obtained for last 5 years including current year		
2	Whether admissions in the diploma programs under consideration has been more than or equal to 50% * averaged CAY, CAYm1 and CAYm2.	% Admission	
3	Whether student faculty ratio in the department of the program under consideration is better than or equal to 1:25 averaged CAY, CAYm1 and CAYm2.	SFR	
4	Whether two batches have passed out in the programs under consideration		

*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.