Frequently Asked Questions on Accreditation

Q.1   Who can get accreditation?

Ans: Computer training institutes/organizations in the non-formal sector, meeting well-defined criteria, are granted accreditation for specified levels of NIELIT courses viz. O (Foundation) Level, A (Advanced Diploma) Level, B (MCA) Level and C (M.Tech) Level.

Q. 2   What are the criteria for getting accreditation?

Ans: An institute/organization seeking accreditation must be registered with Central/State Government & is required to have:

- ❖ own premises with minimum carpet area better than 90 square metres (or if hired, Lease must be on a long term basis that varies from level to level);
- ❖ faculty made up of both 'teaching' and 'support faculty';
- ❖ the necessary hardware as well as licensed software to conduct training as per syllabus of a particular level/course; Open Source Software and Thin Clients are also allowed.
- ❖ a library with a good selection of books and periodicals of standard quality, and sound financial status of the institute/organization.
- ❖ should be in Computer Education field for at least six months prior to the date of submission of an application that must be accompanied with documentary evidence of the same

Q.3   How to apply for getting accreditation?

Ans: Institutes/organizations seeking provisional accreditations need to apply separately for each level/location. To apply kindly visit the URL onlineaccr.nielit.gov.in

Q.4   What are the duration for which provisional accreditations are granted by NIELIT?

Ans: Initially, Provisional Accreditation is granted for a period of **Five years** for O/A/B/C levels.

Q.5   What are the requirements of Faculty, Hardware and Software for getting provisional accreditation?

Ans: All the details regarding Faculty, Hardware and Software required are available in 'Guidelines for Accreditation' available at URL onlineaccr.nielit.gov.in

Q.6   When is the accreditation granted?

Ans: Institute will be granted accreditation for NIELIT O level course on the basis of self-certification from the institute with respect to availability of the infrastructure as per norms and approval of competent authority. However, for accreditation for NIELIT A/B/C Level courses, there is a provision of Screening Committee visit at the institute.

Q.7   If the validity of accreditation is over; can an Institute/organization conducting NIELIT Accredited Course(s) can continue sending Registration & Examination Forms to NIELIT?

Ans: After expiry of accreditation, suitable communications are sent to all the Institutes/organizations conducting NIELIT Accredited Course(s) for continuation/withdrawal of accreditation as the case may be. Till that time, an

Institute/organization conducting NIELIT Accredited Course(s) can continue sending Registration & Examination Forms to NIELIT.

Q.8   What are the fees for accreditation?

Ans: The fee schedule for accredited courses is as under:

S. No.	Purpose	Amount (in Rupees)
1	Provisional Accreditation Fee for O, A, B & C Levels for a period of 5 years	50,000 + GST (as applicable) + 10,000 (Security deposit)
2	Full Accreditation Fee for O & A Levels	60,000 + GST (as applicable)
3	Re-convening Fee (Deferred Case)	10,000 + GST (as applicable)
4	Re-convening Fee (Premises, Name, Franchisee/Licensee & Other Changes)	5,000 / 10,000/- + GST (as applicable)
5	Fee for Extension of Provisional Accreditation for O, A & C Levels for a period of two years	20,000 + GST (as applicable)
6	Fee for Extension of Full Accreditation for O & A Levels for a period of three years	30,000 + GST (as applicable)
7	Fee for Extension of Provisional Accreditation with Penalty (10% on Accreditation Fee) for O, A, B and C levels for a period of three years	33,000 + GST (as applicable)

Q.9   What are the formalities to be completed for change of name/premises/dropping of franchisee/licensee of an already accredited course?

Ans: For change of name/premises/dropping of franchisee/licensee, following documents (whichever applicable) & fee are to be submitted:

❖ Attested Copy of the Title Deed of ownership/Proof of long Lease/Rent Agreement of premises in the name of the institute. If the Title Deed/Lease/Rent Agreement is in the Regional Language, the English Translation of the same duly attested by a Gazetted Officer, as "Exact Translation";

❖ Layout Map/Plan duly approved by an architect;

❖ Faculty Profile (in the prescribed proforma available in Prospectus);

❖ Hardware Availability (in the prescribed proforma available in Prospectus);

❖ Software Scenario (in the prescribed proforma available in Prospectus);

❖ List(s) of Books & Magazines available in the Library;

❖ Request for change of name/premises/dropping of franchisee/licensee duly signed by all the Directors/Partners/Trustees/Stake Holders;

❖ No Objection Certificate from Franchisor/Licensor;

❖ Revised Registration Certificate in the new name;

❖ Requisite fee of Rs. 5,000/- / Rs. 10,000/- + GST (as applicable) for Re-Convening of Monitoring Committee for each of the above change for each Level.

Q.10 How the changes of name/premises/dropping of franchisee/licensee of an already accredited course are implemented?

Ans: After submission of requisite fee & documents towards above changes, a Monitoring Committee constituted by NIELIT visits the Institute/organization conducting NIELIT Accredited Course(s) & on receipt of satisfactory report of the Monitoring Committee, above changes are incorporated/implemented.

Q.11 Are the fee(s) paid to NIELIT refundable?

Ans: The fee(s) are not refundable under any condition. However, the Security fee deposited (if any) shall be refunded without any interest after the withdrawal of accreditation / Rejection of application for Provisional Accreditation, if the institute applies for the same within 6 months from the date of withdrawal / date of Rejection. However, outstanding amount against institute, if any, shall be deducted from the Security Deposit.

Q.12 To whom one should contact for any other queries relating to Accreditation of O, A, B & C Level Courses?

Ans: Institutions/Organizations seeking accreditation can contact/address their queries to:
Extension Numbers: 306, 317, 318, 344/accr@nielit.gov.in/postaccr@nielit.gov.in