

Affidavit on Judicial Stamp Paper

Specimen for Undertaking

I, (Name of Principal), Principal of (Name of Institution) located at (Address), Islamabad bearing CNIC No. do hereby solemnly affirm and declare that:-

- i. (Name of Institution) is situated at (complete address) and is functioning in the same building as of to-date as it was in year..... at the time of award of previous registration from Private Educational Institutions Regulatory Authority (PEIRA).
- ii. Building bye-laws of Capital Development Authority (CDA) are not applicable on our institution / premises where this institution is located.
- iii. This institution was registered from Grade-..... to Grade-....(Level of classes) and renewal is required for the same level. The institution is not offering any class beyond this level.
- iv. This institution is charging maximum monthly tuition fee in any grade and annual / other charges as per following detail:
Maximum monthly tuition fee: _____ Annual / other charges: _____
- v. This institution has infrastructure of classrooms and other rooms.
- vi. I hereby also undertake that I shall abide by the directions of honorable Supreme Court of Pakistan regarding adherence of law of minimum wages / salaries law especially with regard to teachers of my institution.
- vii. This institution will observe all orders / instructions from the Authority in compliance to PEIRA Rules, 2016.

2. It is also solemnly affirmed that above mentioned statement is true to the best of my knowledge and nothing has been concealed in it.

Deponent

Name: _____

Principal: _____

School Address: _____

To be attested by Notary Public.

REGULATORY FEE SCHEDULE OF REGISTRATION / RENEWAL / FEE DETERMINATION FOR PRIVATE EDUCATIONAL INSTITUTIONS (PEIs) OF ISLAMABAD CAPITAL TERRITORY (ICT)

Sr. #	Maximum Monthly Fee Charged by the Institution (Rs.)	Fee for Initial Registration	Annual Renewal Fee
1.	Less than 301	Gratis	Gratis
2.	301 to 1,000	20,000	10,000
3.	1,001 to 3,000	30,000	15,000
4.	3,001 to 6,000	60,000	30,000
5.	6,001 to 10,000	80,000	40,000
6.	10,001 to 15,000	100,000	50,000
7.	15,001 to 20,000	120,000	60,000
8.	20,001 to 25,000	150,000	75,000
9.	25,001 to 30,000	180,000	90,000
10.	30,001 and above	200,000	100,000

- a) Fee means the maximum monthly tuition fee and all other charges being charged per student in any grade on monthly basis, irrespective of number of students.
- b) In case the institution does not qualify for registration or renewal of registration after first inspection, as the case may be, subsequent inspection to check the deficiencies will be charged @ 10% of the initial fee.
- c) The Authority shall not process any fee increase proposal beyond 5% for fee determination unless the institution has deposited the corresponding charges which shall not be less than the amount of annual renewal fee.
- d) This regulatory fee schedule will be applicable w.e.f 15th December, 2021 and till further order.

**REGULATORY FINE SCHEDULE FOR PRIVATE EDUCATIONAL INSTITUTIONS
(PEIs) OF ISLAMABAD CAPITAL TERRITORY (ICT)**

Sr. #	Maximum Monthly Fee Charged by the Institution (Rs.)	Fine Per Month (Rs.)
1.	Less than 301	500
2.	301 to 1,000	1,000
3.	1,001 to 3,000	3,000
4.	3,001 to 6,000	6,000
5.	6,001 to 10,000	10,000
6.	10,001 to 15,000	15,000
7.	15,001 to 20,000	20,000
8.	20,001 to 25,000	25,000
9.	25,001 to 30,000	30,000
10.	30,001 and above	40,000

- a) If an institution does not apply for the renewal of registration after the expiry of six months besides of sixty (60) days, the institution will have to apply afresh for registration along with payment of fine.
- b) In case of further non-compliance by the management, the fate of institution will be decided by the competent Authority in accordance with relevant provisions of the Islamabad Capital Territory – Private Educational Institutions (Registration and Regulation) Act, 2013.