

	<ul style="list-style-type: none"> Academically experienced governing board members Governing board functional and regular meetings convened Institute functions as per governing board decisions 			
<ul style="list-style-type: none"> Funding Sources 	<ul style="list-style-type: none"> Student fees Income from company support Income from donor agencies Individual support Foreign support 	3	5	
<ul style="list-style-type: none"> Investment 	<ul style="list-style-type: none"> Initial investment appropriate to cater for existing student population Investment for research development Proposed investments appropriate for proposed number of students Regular investments for updating technology and innovation Investment potential of the management 	3	5	
<ul style="list-style-type: none"> Recurring expenses 	<ul style="list-style-type: none"> Recurring expenses for updating technology and innovation Recurring expenses on development of library Recurring expenses for research development Recurring expenses appropriate for existing student population Recurring expenses appropriate for maintenance 	3	5	
4. Location / space <ul style="list-style-type: none"> Proposed site, area 	<ul style="list-style-type: none"> Private entrance and access to all classes and facilities. Catered for easy access of disabled students Building solely used by the institution for student services (site/physical facilities) Direct access to main road (gate on main road) Availability of open and closed space for students' use. 	3	5	
<ul style="list-style-type: none"> Justification 	<ul style="list-style-type: none"> Evidence of available funds. Evidence of available human resource capacity Secured space. Business plan. Infrastructure plan 	3	5	
5. Physical Facilities <ul style="list-style-type: none"> Infrastructure proposed 	<ul style="list-style-type: none"> Available infrastructure completed with appropriate facilities for existing students Existing land authority for use/ownership secured for 5 years or more. Business plan for 3 years Infrastructure plan for 3 years Adequate space to cater for the needs of the proposed in 3 year Plan. 	3	5	
<ul style="list-style-type: none"> Land / Building 	<ul style="list-style-type: none"> Space or floor area is adequate for the service of the existing students Building exclusively available or secured for the college Building insured. Building secured with fire exits and fire safety standards Available of a students' room or space for students use (excluding the library space) 	3	5	
<ul style="list-style-type: none"> Building 	<ul style="list-style-type: none"> Easy stair case Adequate space at door /entrance/walkways Adequate ventilation and light Lift or easy access available for disabled students Adequate open area available for students 	3	5	
<ul style="list-style-type: none"> Administration, 	<ul style="list-style-type: none"> Administrative staff adequate for general administrative purposes for existing number of students Administrative office area and wait area adequate for general administrative purposes for existing number of students Furniture and Equipment adequate for general administrative purposes for existing number of students Adequate administrative services available for the staff Other administrative facilities adequate 	3	5	
<ul style="list-style-type: none"> Academic, lecture halls /class / tutorial rooms. 	<p>Adequate for general academic purposes of college with given number of students and number increase in 3 year plan.</p> <ul style="list-style-type: none"> Adequate ventilation and light Lift or easy access available for disabled students Adequate open area available for students Adequate class rooms, lecture halls, tutorial rooms for general academic purposes of college for existing number of students Adequate space for students easy maneuver into and out of 	3	5	

	the classrooms, lecture halls etc.			
• Auditorium , seminar room,	<ul style="list-style-type: none"> • Appropriate size of individual rooms to cater for the existing class numbers • Easy maneuver within the room for students and staff • Presence of adequate and appropriate furniture • Presence of multimedia for teaching • Adequate for general academic purposes of college 	3	5	
• Staff rooms,	<p>Adequate for general academic purposes of college with given number of staff and number increase in 3 year plan.</p> <ul style="list-style-type: none"> • Not available • Weak • Minimally sufficient • Satisfactory • Good • Excellent 	3	5	
• Toilets, drinking water, first aid	<p>Adequate for given number of students (separate for male and female) with reference to the number increase in 3 year plan.</p> <ul style="list-style-type: none"> • Not available • Weak • Minimally sufficient • Satisfactory • Good • Excellent 	3	5	
• Library,	<p>Adequate for student population existing and 3 year plan, courses and levels of study for existing and with reference to 3 year plan.</p> <ul style="list-style-type: none"> • Not available • Weak • Minimally sufficient • Satisfactory • Good • Excellent 	3	5	
• Laboratories,	<p>Adequate for student population existing and 3 year plan, courses, fields and levels of study for existing and with reference to 3 year plan.</p> <ul style="list-style-type: none"> • Not available • Weak • Minimally sufficient • Satisfactory • Good • Excellent 	3	5	
• Independent group discussion areas for students	<p>Adequate for student population existing and 3 year plan, courses and levels of study existing and with reference to 3 year plan.</p> <ul style="list-style-type: none"> • Not available • Weak • Minimally sufficient • Satisfactory • Good • Excellent 	3	5	
• Other facilities.	<p>Appropriate for college level institution for students or staff population (existing and with reference to 3 year plan).</p> <ul style="list-style-type: none"> • Not available • Weak • Minimally sufficient • Satisfactory • Good • Excellent 	3	5	
• Equipments	<ul style="list-style-type: none"> • computers, internet facilities for staff. • computers, internet facilities for students. • photo copying, printing for students, • multimedia in all rooms • Other (relevant to college, studies, students, staff). 	3	5	
• Books, journals	<ul style="list-style-type: none"> • Related to field/s of study • Access to recent publications of books and journals • Access to the relevant books in each of the faculties • Access to a journal for each of the faculties • Adequate for the existing and proposed students in all ongoing and proposed courses 	3	5	
• Furniture	<p>Appropriate for college level institution for students or staff population (existing and with reference to 3 year plan).</p> <ul style="list-style-type: none"> • Not available 	3	5	

	<ul style="list-style-type: none"> • Weak • Minimally sufficient • Satisfactory • Good • Excellent 			
<ul style="list-style-type: none"> • Others 	<p>Appropriate for college level institution for students or staff population (existing and with reference to 3 year plan).</p> <ul style="list-style-type: none"> • Not available • Weak • Minimally sufficient • Satisfactory • Good • Excellent 		5	
<p>6. Proposed Programmes of Study (3 years).</p> <ul style="list-style-type: none"> • List of Programmes/ appellation and duration of courses/ programmes / mode(s) of delivery / awarding body(ies) / Level of award(s) in the MNQF 	<p>Appropriate for college level institution for students or staff population (existing and with reference to 3 year plan).</p> <ul style="list-style-type: none"> • Appropriate (half or more) programmes fully offered by the institute • Appropriate (half or more) programmes are at MNQF level 6 or above • Appropriate and flexible duration of study for all programs • Availability of part time mode delivery • International affiliation or affiliation to Maldives National University 		5	
<p>7. Curriculum</p> <ul style="list-style-type: none"> • structure/scheme of studies / Management of practical training / Placement, workplace experience 	<ul style="list-style-type: none"> • Existing approved curriculum for all MQA approved courses • Curriculum/Structure/Schemes published and accessible for students • Practical training or workshops for teaching staff to familiarize with curriculum and guidance for high achievement of results. • Arrangement for work placement/ exp. for students • Implementation of curriculum to achieve full learning outcome 		5	
<p>8. Academic Structure</p> <ul style="list-style-type: none"> • Names of schools /faculties / departments / centres /units • Course/programme committees • Composition of board of studies, academic council/committee. 	<ul style="list-style-type: none"> • Governing board or college council with representatives from all relevant areas including student body • Appropriate organization structure with relevant titles including department names and divisions • Presence and composition of academic committee/board with acceptable composition, (including academic staff, stakeholder participation etc.) • Presence and composition of a Faculty advisory committee • Presence and composition of Appeals committee 		5	
<p>9. Admissions</p> <ul style="list-style-type: none"> • General policy • Admission office, student support centre, registrar. • Number of students to be enrolled, course/programme/level-wise (next 3 years) • Procedures and criteria of admission (including entry requirements, student selection, etc.) 	<ul style="list-style-type: none"> • Admission policy and guidelines / procedure published • Admission policy and guidelines implemented fairly in a systematic manner • Admission numbers appropriate with existing structure facility, proposed plans, financial capacity, professional/academic HR strength etc.) • Implementation of MQA guidelines for pre-requisites • Adequate staff and facilities to cater for the smooth running of student admissions 	3	5	
<p>10. Fee Structure</p> <ul style="list-style-type: none"> • Admission fee, annual tuition fee, other dues (to be specified in detail) • Scholarships, bursaries, if any. 	<ul style="list-style-type: none"> • Guidelines / procedure published and systematically following for 6+months. • Fees for individual courses maintained at average market level or below • Fee waived (fully and or partially) • Full scholarships offered • Other benefits for students (managed by the institute) 	3	5	
<p>11. Examination and Assessment</p>	<ul style="list-style-type: none"> • Information on assessment system, regulation of examinations published • Information on assessment system, regulation of examinations are systematically followed • Assessment system caters to assess the skills outlined in the MNQF level descriptors • Mechanism of assessment and examinations • Guidelines to assess projects/ Thesis (viva where applicable). 	3	5	
<p>12. Internal Supervision</p> <ul style="list-style-type: none"> • Arrangement of academic supervision of 	<ul style="list-style-type: none"> • Guideline for internal supervision published 	3	5	

<ul style="list-style-type: none"> student performance. Arrangements for in house quality assurance and quality enhancement of teaching and learning. Arrangement for administrative and technical support for quality assurance and quality enhancement. 	<ul style="list-style-type: none"> Guideline for internal supervision systematically followed for all the courses offered and in place for +6 months Presence of records of monitoring quality of teaching and learning, and student/s performance. Presence of quality and relevant staff Access of quality staff for outer island batches (where applicable). Admin support (staff, support for visits to outer islands etc.) Quality enhancement support (relevant training, professional staff, affiliation etc.) 			
13. Research	<ul style="list-style-type: none"> Research areas to be engaged in Presence of Qualified staff for supervision of research Guidelines for research and supervision published Sources of research funds Publications of research findings 		5	
14. Other Activities	<ul style="list-style-type: none"> Engagement in continuing education Provision of service –e.g. consultancy, medical, paramedical, etc. Student exposure to social work. Policy and practice of inclusiveness. Policy and practice of Environment /sustainability /social issues /Dhivehi Language development. Other activities 	3	5	
15. Students <ul style="list-style-type: none"> Total number of students to be enrolled in the institution. 	<ul style="list-style-type: none"> Presence of a student body Maintenance of student enrolment statistics, level-wise / Output of students level-wise for the next 5 years. Policy and guidelines for grievance procedures published Practicing grievance policy for 6+ months. Student welfare services announced, published and in place for 6+ months 	3	5	
16. Staff	<ul style="list-style-type: none"> Academic Staff strength, Maintenance of staff enrolment statistics, year- wise, Part-time, fulltime staff, associates and their qualifications in accordance with the statistics required by DHE Pay scales, criteria for appointment / promotion published and in practice Academic Staff: Student ratio Administrative and supporting staff. 	3	5	
17. National and International Collaboration	<ul style="list-style-type: none"> Guideline in place and practicing for 6+ months. Collaborating institutions/organizations / agencies Nature of collaboration /linkage. Method and extent of collaboration / linkage If affiliate, accredited status of the institution. If branch, centre, or campus of an overseas institution, accredited status of the state of institution. 	3	5	
18. Financial Plan	<ul style="list-style-type: none"> Five year financial plan. An analytical descriptive plan both for sources and utilization of recurring and non-recurring expenditures Sources of yearly income Capital estimates Return on investment Plan for disposal of profits/surplus income 	3	5	
19. Additional Facilities	<ul style="list-style-type: none"> Tuck Shop / Cafeteria Hostel/Accommodation (students /staff) Printing photo copying Career Guidance Any others 	3	5	
20. Phased Development of Institution	<ul style="list-style-type: none"> Land Buildings Equipment & Furniture Administrative and Academic Staff Other amenities and relevant facilities 	3	5	
Total			220	
Average				

- 1 = Weak; – insufficient presence / description/ explanation; irrelevant provision.
- 2 = Minimally sufficient; - Minimal presence / description / explanation; Provision / description / explanation is minimally relevant.
- 3 = Satisfactory; Present / described / explained to a satisfactory degree; relevant to the task to be performed.
- 4 = Good; Present/ described / explained to a good degree; very relevant to the task to be performed.

- 5 = Excellent; Present / described / explained to a high degree; highly relevant to the task to be performed.