



भारतीय विश्वविद्यालय संघ
ASSOCIATION OF INDIAN UNIVERSITIES

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Standard Operating Procedure for Equivalence of Qualification of Foreign Boards

SOP for Equivalence of Qualification/Certification Issued by Foreign Boards

1. Short Title & Commencement

- 1.1 These norms may be called Standard Operating Procedure (SOP) of AIU for granting equivalence to qualification/certification/examinations/courses conducted/awarded by Foreign Board of School Education.
- 1.2 These shall be effective from the date of notification issued by the AIU.

1.3 Definitions

- 1.3.1 **'Foreign Board'** means the school education board established in foreign country authorized/permitted to conduct Grade 9 - 10 & Grade 10 - 12 examinations.
- 1.3.2 **'Equivalence'** means granting equivalence to examinations, courses, qualifications & Certificates conducted/issued by the Foreign Board.
- 1.3.3 **'Formal School Education'** means education through schools which are affiliated/accredited by the Foreign Board.
- 1.3.4 **'Open School Education'** means education where learning happens through distance education mode.
- 1.3.5 **'Affiliation'** means affiliation of the school granted by the Foreign Board.
- 1.3.6 **'Accreditation'** means accreditation of the school/education centre granted by the Foreign Board.
- 1.3.7 **'School'** means the school situated in the geographical boundary of India, recognized by the Foreign Board preparing students for formal school system.
- 1.3.8 **'Assessment'** means assessing the students on the basis of performance in curricular & co-curricular activities.

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SOP For Foreign Boards

(1) Essential Conditions for Equivalence

- 1.01 The applicant Foreign School Education Board has been established in a foreign country by an agency authorized by the Govt of that country.

The proof of the eligibility for above shall be copy of the relevant process/act and the supplement, if any or copy of government executive order and the supplements, if any.

- 1.02 The Foreign Board is an autonomous/semi-autonomous body, non-proprietary in character and appropriately registered in the host country with well-defined transparent administrative structure, with separate units for each function like academic, examination, affiliation/accreditation and administration etc.

The applicant Foreign Board must submit documents that shows its autonomous character, its registration status and the structural set-up of the organisation.

- 1.03 The Foreign Board must make it clear whether it is for formal school education system or open school education system to take their grade10 and grade12 exams.

Provided further that for formal system, the schools in host country or abroad are to be affiliated/accredited through rigorous transparent process.

Provided further also that for open school education system, the Foreign Board should have a system of enrolling the students for examination through accredited centre only.

Provided further that in no case, students be allowed to take examination directly as private candidates.

The Foreign Board shall submit the details of such accreditation/affiliation process, mentioning thereby that it adheres to international accreditation standards and also the mandate to run open education school system.

- 1.04 The Foreign Board must ensure the holistic development of the students including protection, safety and overall wellbeing as a foundation for learning of all students studying in schools accredited to the board.

The Foreign Board shall enclose evidence towards its commitment with the UN Convention of the Rights of the child, 1990 and also ensuring the physical and emotional safety of students.

- 1.05 The schools accredited to the Foreign Board shall promote their commitment to global citizenship and intercultural learning.

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The Foreign Board shall enclose evidence that its activities are validated nationally and also by globally recognised accreditation authority for the education it provides for students.

- 1.06 The Foreign Board must ensure that no candidate shall be excluded by the schools accredited to it on the grounds of race, nationality or national origin, ethnicity, culture, gender, sexual orientation, religious affiliation, political beliefs, disability or any other personal characteristics as prohibited by the Indian law.

The Board shall enclose documents (in the form of affiliation bye laws, examination bye laws or any other such document.

- 1.07 The applicant Foreign Board seeking equivalence shall promote and preserve constitutional values of India and shall not violate its constitutional provisions in any manner. It shall neither promote any hatred nor shall act or issue any statement against any religion, group, caste, governance in any manner.

The Board shall enclose evidence in writing about measures taken to ensure safeguards against such activities.

- 1.08 The teachers in schools accredited to the Foreign Board must be qualified & trained for the course/programme they are teaching.

The applicant Foreign Board shall provide the evidence and the undertaking to this effect.

- 1.09 The Foreign Board must show its commitment to high quality learning and teaching. The number of subjects being taken at grade10 and grade12 level shall not be less than what is prescribed under NEP2020 & NCF framed therein.

However, as most Higher Education Institutes (HEIs) in India would require a minimum of 3 subjects at +2 level, the equivalence to the candidates shall be accorded to 3 subjects passes at +2 stage with one language additionally. This language must be what is included in the NEP2020 and the extant National Curriculum Framework.

The applicant Foreign Board shall include the details and other documents about the number of subjects being offered at different level, particularly at grade10 & grade12 stage.

- 1.10 The Foreign Board shall ensure the quality of assessment of students in grade10 and grade12 on all the three aspects of assessments i.e., assessment of learning, assessment for learning and assessment as learning, so as to ensure desired learning outcomes for its students. Any deviation from above needs to be explained by the applicant Board as to how they are ensuring quality of assessment.

The Foreign Board must support its explanation with documents relating to system of assessment.

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- 1.11 The Foreign Board shall ensure that the assessment must be transparent, credible and must have the reliability and validity of the score. All such things are to be framed to principles & practices of academic integrity. No attempt, whatsoever, shall be made to inflate the achievements of the students in any manner or changing the status of the students from formal school to open school system and vice-versa.

The applicant board shall provide the complete details of the students enrolled with them, along with their final results with a certificate of attendance to the Association of Indian Universities on year-to-year basis.

- 1.12. The Foreign Board shall have the transparency in its delivery system. It must maintain its own website providing all vital information regarding the Board like office address, constitution of various bodies of the Board, various rules and regulation based on which it functions including examination related matters, requirement for passing percentage, credit points and bonus marks, if any, number of affiliated/accredited schools / centres across the world, no of students appearing & passing in each year from different countries and other Management Information, if any etc.

The applicant Foreign Board must furnish all such details in this regard.

- 1.13. The Foreign Board shall not indulge in any of the commercial or unethical practices in regard to the prescription of curriculum, textbooks, reference materials, evaluation processes and other classroom practices while operating in India.

The applicant Board shall give an undertaking against indulging in such unfair practices.

- 1.14. The Foreign Board shall use technology extensively in all the three aspects of curriculum dynamics i.e., content design, transaction and evaluation and shall provide pre- and post-examination related support services to students unfailingly.

The applicant Board shall submit requisite documents and supplements in support of claims made in this para.

- 1.15. The board shall have grievance redressal cell which must be clearly defined on its website and also widely publicized.

The applicant Board shall submit evidence in this regard.

- 1.16. The applicant Board would be bound by the rules & regulations prescribed by the Association of Indian Universities from time to time in consonance with the policies/instructions issued by the Central/State Government, from time to time, in this regard.

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(2) **Miscellaneous**

2.1 **How to apply**

The Foreign Board seeking equivalence of grade10 and grade12 examinations/ certification in India shall submit their application in prescribed pro-forma as may be designed, along with equivalence fee to AIU.

2.2. **Deemed approval**

The qualifications/examinations/certificates issued by the Foreign Board which are already been made equivalent by AIU shall remain deemed approved.

Provided that the existing Foreign Board which has already been granted equivalent, shall adhere to the above norms in a definite time frame as may be prescribed by AIU.

Provided further that if the existing Foreign Board whose qualification/courses are already deemed approved, starts fresh courses/qualification/certificate/examination, fresh approval for equivalence has to be sought.


2.3 The equivalence once granted shall be valid for a period of 05 years. The foreign board has to apply for further renewal after the expiry of the validity period.

2.4 SOP designed above may need revision and redesign over a period of time and may be accordingly amended/modified as the situation demand.

2.5 **Penalty provision**

Any violation of above norms by Foreign Board may lead to any such penalty proceeding which includes withdrawal of equivalence granted earlier.

Provided further that before initiating any penalty proceeding, the concerned Board shall be given the opportunity of hearing.


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