



The National Accreditation Council of Guyana
REGISTRATION OF POST SECONDARY AND
TERTIARY LEVEL INSTITUTION/PROVIDERS

FREQUENTLY ASKED QUESTIONS

Q: What is registration?

A: Registration is a mandatory process whereby post-secondary and tertiary education and training institutions demonstrate they have the capacity to offer quality education in Guyana.

Q: Which institutions are required to register?

A: All institutions offering education and training in Guyana that lead to the award of post-secondary and tertiary level qualifications. These institutions must be registered before they begin to offer these qualifications.

Q: Why should an institution register?

A: Registration provides a legal framework for protecting the interests of students, parents and other stakeholders in the tertiary education sector. Institutions that fail to register with NAC are guilty of an offence.

Q: What are NAC's criteria for registration?

A: The criteria for registration focus on the evaluation of the institution in seven (7) key areas:

1. Legal, Policy and Regulatory Requirements
2. Governance and Administration
3. Quality Management System
4. Resource Management
5. Teaching-Learning Process
6. Review
7. Continuous Improvement

Q: How does an institution begin the registration process?

A: The registration process starts with the institution submitting a Letter of Intent, which states the name of the institution to be registered, the types and levels of qualifications offered and the number of sites or campuses that the institution wishes to have registered. This letter must be signed and dated by the Head of the Institution and addressed to NAC's Executive Director. NAC will then communicate with the institution on the next steps in the process.

Q: How is an institution evaluated for registration?

A: A gap analysis of the completed Application for Registration is conducted to determine if the minimum requirements for registration have been met. If the institution has met these minimum requirements, a site visit is conducted by an evaluation team comprising trained professionals appointed by NAC to assess the institution's operations. The evaluation team prepares a report and makes a recommendation on the status to be granted. The Board of NAC makes the final decision on the status to be awarded. If the Board makes a decision to register the institution, NAC issues a Certificate of Registration to the institution. If the institution has not met the requirements for registration, the institution may obtain additional support from NAC.