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ཤེས་རིག

Royal Government of Bhutan
Ministry of Education

Department of Adult and Higher Education
Quality Assurance and Accreditation Division

Ref. No. MoE/DAHE/08/2022-2023/325

15 September 2022

NOTIFICATION

Given the increasing numbers of aspiring proponents to establish Education Consultancy and Placement Firm (ECPF) and as a measure to ensure ease of doing business, the Department of Adult and Higher Education would like to notify aspiring proponents on the change in frequency of application and proposal submission from biannual to quarterly basis. The Clause number 8 & 14 under “*Procedure for Establishment of the ECPFs*” of the Guidelines for ECPF 2021 are amended as follows:

Procedure for Establishment of the ECPFs

8. The proponent shall submit the application form (*Annexure II*) and the Proposal (*Annexure III*) along with supporting documents to QAAD, DAHE as per the schedule below.

Month	Activity	Action taken by
January, April, July & October	Submission of Proposal	Proponent
February, May, August & November	Presentation	Proponent
March, June, September & December	Site-visit/Final Approval	QAAD, DAHE & ROEA, MOEA

14. In case the applicant fails to operationalize within the validity period of three months, the applicant may apply for an extension of the validity period. The Department shall review the application and accordingly may or may not approve a one-time extension for a maximum of another three months. In case the Department does not grant an extension and/or the proponent fails to operationalize even after the extension, the applicant may re-apply only after the subsequent three cycles.

The amended section of the Guideline shall come into effect from 1 October 2022 onwards.

For further clarification, contact us at 02-334101/332068 during office hours or email us at qaad@moe.gov.bt


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Thimphu