

## **Main provisions of the legislation for establishing a Private Institution of Higher Education in Cyprus**

The establishment of a Private Institution of Higher Education in Cyprus is regulated by the Laws 67(I) of 1996 up to 1(I) of 2010. The main provisions of the legislation for establishing a Private Institution of Higher Education in Cyprus are listed below:

(1) No private institution may be established and operate in the Republic, unless it functions in accordance with the provisions of the above mentioned Laws.

(2) No private institution may be established and operate in the Republic by –

- (a) a person not being either a citizen of the Republic or a citizen of an E.U. State - member;
- (b) a person convicted of an offence of moral turpitude or involving dishonesty;
- (c) a member of the public service of the Republic, or of the public educational service of the Republic, or a public corporate body;
- (d) a person in the service of a foreign government or organization;
- (e) a private company in which a person, who belongs in any of the categories mentioned in paragraphs (b), (c) or (d) of this section is a shareholder or a member of the administration.

(3) At least one year before the establishment and operation of a private institution the owner must submit to the Minister a declaration, in accordance to the form prescribed by the Minister, and accompanied by the prescribed fee for the perusal of the declaration, concerning the proposed establishment and operation of the institution, containing the following:

- (a) name, surname and occupation of the owner or owners and in the case of a corporate body the name and location thereof and the names of its shareholders and directors.
- (b) name and location of the institution.
- (c) description of the institution's premises and equipment, planning permission from the Department of Town Planning and Housing, certificate of final approval from the Local Authorities for the use of the premises as an educational institution.
- (d) programmes of study of the institution and concerning each programme of study -
  - a declaration whether it considers the programme of study academic or professional;
  - the schedule of classes and curriculum of the programme of study;
  - the duration of studies;
  - the admission requirements for students to the programme of study;
  - the language of instruction;
  - the teacher-student ratio;
  - the amount of tuition fees, enrolment and other fees and any

- scholarships which may be offered;
    - the type of certificate of studies which will be offered.
  - (e) names, qualifications and the terms of service of the proposed director and the proposed teaching staff of the institution;
  - (f) a draft of the internal rule for the operation of the institution;
  - (g) a development plan for the first three years after the beginning of the operation of the institution;
  - (h) a brief description of the financial sources of the institution;
  - (i) any other particulars the Minister may prescribe;
- (4) Procedures for the evaluation of an application for the establishment and operation of a private institution -
- (a) When an application for the establishment and operation of a private institution is submitted, the Minister refers the declaration to the Advisory Committee for Tertiary Education. The application fee for the establishment and operation of a private institution is €854,30 plus €1.025,16 for every programme of study;
  - (b) The Ministry of Education and Culture shall be bound to reply, within ten months, whether the registration of the institution is approved or not.
  - (c) In case the recommendation of the Advisory Committee is positive, the the Minister shall, if satisfied that the application complies with the provisions of the Law, enter the name in the Register of Private Institutions of Tertiary Education and issue a certificate of such entry upon payment of the registration fee (€170.86);
  - (d) In case the Minister refuses to register a private institution, the applicant may submit a hierarchical recourse to the Council of Ministers within 30 days from the date the decision was communicated to him;
  - (e) Requirements regarding the Board of the private institution, teaching staff, classrooms, laboratories and equipment, financial viability of the fees, prospectus, records, tuition fees, internal rule of the institution and other information concerning the establishment and operation of a private institution are also determined in the relevant Laws (can be found at the following website [www.highereducation.ac.cy/en/nomothesia.html](http://www.highereducation.ac.cy/en/nomothesia.html)).
- (5) The owner of a private institution who wishes the educational evaluation accreditation of any programme of study must submit an application to the Minister of Education and Culture together with the appropriate fees. The application fee is €683,44 per programme. The evaluation fees for each programme of study are as follows -

Certificate level €1.708,60 (1 year programme)  
 Diploma level €2.562,90 (2 years programme)  
 Higher Diploma level €4.271,50 (3 years programme)  
 Bachelor level degree €5.125,80 (4 years programme)  
 Master level degree €6.834,41  
 Doctorate level degree €8.543,01

The application (in Greek) for the establishment of a Private Institution of Higher Education must be submitted on the relevant form which can be found on the following website:<http://www.highereducation.ac.cy/gr/entypa/entypo1.pdf>. The form may be filled with text in English language if the programme is offered in English.