



PRIVATE SCHOOLS REGULATORY AUTHORITY

GOVERNMENT OF KHYBER PAKHTUNKHWA

Office: House No18/E, Jamal Ud Din Afghani Road,

University Town, Peshawar

Phone// 091-9216197.



Dated Peshawar the, 02.03.2026

NOTIFICATION

No.MD/PSRA/3-1/Registration/2026-27. In light of decision of the 11th Regulatory Authority, the Competent Authority is pleased to notify the following schedule for registration / renewal / up-gradation of all the Private Institutions including (Montessori, Kindergarten, Primary, Middle High, Higher Secondary Schools or Institutions imparting equivalent level of education) for the session 2026-27.

Details of Fee for Registration of Privately Managed Institutions Available on the PSRA website	From	To
With Normal Fee	01 st March, 2026	31 st May, 2026
With Normal Fee + late fee (15% of the total fee excluding Security fee)	01 st June, 2026	15 th July, 2026
With Normal Fee + late fee (30% of the total fee excluding Security fee)	16 th July, 2026	31 st August, 2026
With Normal Fee + late fee (45% of the total fee excluding Security fee)	01 st Sep, 2026	30 th Sep, 2026
With Normal Fee + late fee (100% of the total fee excluding Security fee)	After 30 th Sep, 2026	

PROCEDURE:

HOW TO APPLY FOR RENEWAL OR UPGRADATION FOR SESSION 2026-27:

1. Visit the website: www.psra.gkp.pk.
2. Click on the **Private Schools Portal** (Red button) for school applications, or the **Academy/Tuition Centre Portal** (Yellow button), as applicable.
3. Enter your **email address** and **password** on the login page.
4. Click on **“Login”** to access your dashboard.
5. If you forget your password, click on the **“Forgot Password”** option, enter your registered email address, and a **6-digit password** will be reset and sent to your email.
6. After logging in, click on **“Apply for Services.”** A submenu will appear containing options such as **New Registration, Renewal, Upgradation, Renewal & Upgradation**, and other services. Click the relevant option for the **Session 2026–27**.
7. Fill in the required **fee and concession details** and submit the application.
8. The system will generate a **bank challan** for Renewal, Upgradation, or Renewal & Upgradation based on the information provided.
9. Deposit the system-generated challan at any branch of the **Bank of Khyber**.
10. After depositing the fee, log in to the portal and click on the **“Apply”** button.
11. Your **Renewal/Upgradation Certificate** will be issued online after completion of the official formalities.
12. In case of any deficiency, it will be communicated through your school's online portal. You can also check the **status of your application** on your dashboard, which will be updated regularly.

P.T.O



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HOW TO APPLY FOR INSTITUTE REGISTRATION WITH PSRA:

1. Visit the website: www.psra.gkp.pk/.
2. Click on “Register Your Private School.”
3. After clicking, enter the school’s contact number, email address, password, and confirm password, then click on “Create Account.”
4. After the account is created, enter your email and password, and click on “Login.”
5. Once logged in, enter the institute’s details, complete all required proformas, and click on the “Finish” button.
6. After completing the profile, log in again to the school portal and click on “Apply for Services.” A submenu will open—click on “New Registration.”
7. Enter the required fee and concession details and submit the application.
8. The system will generate a bank challan for Registration based on the information provided.
9. Deposit the system-generated challan at any branch of the Bank of Khyber.
10. After depositing the fee, log in to the portal and click on the “Apply” button.
11. Your Registration Certificate will be issued online after completion of the official formalities.
12. In case of any deficiency, it will be communicated through your school’s online portal. You can also check the status of your application on your dashboard, which is updated regularly.

Note:

Owners of all those private schools whose previous renewals i.e. session 2018-19, 2019-20, 2020-21, 2021-22, 2022-23, 2023-24, 2024-25 and 2025-26 are still pending are hereby directed to clear their dues/cases immediately otherwise strict action will be initiated under KP-PSRA Act, 2017 and Regulations, 2018.

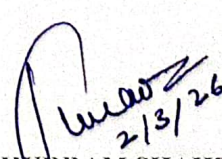
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MANAGING DIRECTOR
KP-PSRA

Endst: of even No. and dated.

Copy Forwarded for information to the;

1. Director E&SE, Peshawar.
2. Director Education for Tribal Districts, Warsak Road, Peshawar.
3. Director Information Khyber Pakhtunkhwa, Abdul Wali Khan Block, Civil Secretariat, Peshawar, for wide publicity in the print and electronic media.
4. All the Deputy Commissioners including Tribal Districts in Khyber Pakhtunkhwa.
5. All the Chairmen BISI:s, Khyber Pakhtunkhwa.
6. All the District Education Officers (M/F) including Tribal Districts of Khyber Pakhtunkhwa.
7. Deputy Director (MIS), KP-PSRA with the request to upload the same on official website and forward to all private schools Principals via online portal.
8. PS to Secretary, Elementary & Secondary Education Department.
9. PS to Managing Director KP-PSRA.
10. PS to MD Merged District Education Foundation.
11. PS to MD Elementary & Secondary Education Foundation.
12. Master File.


(KHURRAM SHAHZAD)
DEPUTY DIRECTOR (M&E/MIS)
KP-PSRA