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| **Requirements**  | **New** | **Renewal** |
| 1. Charter/ Law Creating the Agency/Institution /University/School
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| 1. Certification/ endorsement from the Head of Agency/ Institution/University/School
 |  |  |
| 3.List of Current Officers  |  | *
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| 4.NCCA-AGPS-GA-SU-COLL Clearance Form ***(to be issued by NCCA)*** |  | *
 |
| 5.Organization Profile and record of accomplishments (related to the proposed project) | *
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| 6. Photocopy/ scanned copy of bank book with complete bank account information of the GA/Institution/ University (bank account name, number and branch). |  | *
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**The NCCA-Accreditation and Grants Processing Section (AGPS)**

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