

Autumn 2021

AIOU

PROSPECTUS

B.ED

(1.5 Years, 2.5 Years and 4 Years)



Allama Iqbal Open University, Islamabad

www.aiou.edu.pk

Help Line: (051) 111-112-468

PROSPECTUS
OF
B.Ed (1.5 Year, 2.5 Years & 4 Years) Programmes
For
SEMESTER: AUTUMN 2021



Directorate of International Collaboration & Exchange

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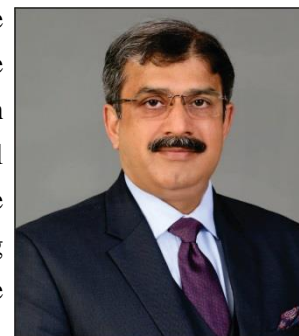
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Vice-Chancellor's Message

Dear Student,

السلام عليكم

Allama Iqbal Open University (AIOU) is one of the mega universities of the world and it occupies a unique position in the education sector of Pakistan. Because of its affordability and high quality distance and online academic programs. AIOU has now turned into the most favorite university of the country with high international of repute. The university made a landmark progress by ensuring access to quality education rural areas under-privileged students for the people of all ages particularly the females can now select and join the programs of their choice while sitting at their residence and along with continuing their jobs. After assessing the success of many degree programs in Pakistan, AIOU is now going to offer a ranges programs for the students in UAE, Saudi Arabia, Kuwait, Qatar, Behrain, Oman, USA and many other countries currently. More than 1.3 million students are getting benefits from the high quality educational services of AIOU in all regions of the country through more than fifty regional offices of the university. It offers-suggests many undergraduate and Post Graduate programs at rural and remote areas providing an unparalleled opportunity to all the poor and deprived sections of the society at an affordable cost. The university has recently digitalized all its student-support services for facilitating its students on priority basis. This digitization of the system, it is hoped, will enable AIOU students to get all kinds of educational using their Learning Management system (LMS) portal support online. Committed for your bright future.



Prof. Dr. Zia-Ul-Qayyum
Vice Chancellor
AIOU

IMPORTANT ACTIVITIES TO BE REMEMBERED

| Activity | Spring Semester | Autumn Semester |
|-----------------|------------------------|------------------------|
| Admissions | March – April | September – October |
| Study Period | June – October | December – April |
| Examinations | October – November | April – May |
| Result | January | July |

Note: Contact Directorate of International Collaboration & Exchange for exact schedule of activities. Simultaneously all information is placed on website (www.aiou.edu.pk).

It is informed that the students of all Postgraduate programs are required to upload their assignments (in typed form) on AAGHI LMS PORTAL. Hand written assignments shall not be accepted in any case.

COMPLETE PROCEDURE TO ENROLL IN AIOU PROGRAMME AND SUBMISSION OF FORM IN AIOU ISLAMABAD

International & Overseas Students Shall Submit Their Admission Using Online System.

ADMISSION PROCEDURE

Fresh International/Overseas Students

1. Online Admission form is available at <https://aiou.edu.pk>
2. Click on Online Admission Form
3. Create your profile by using your email ID
4. Complete Admission Form
5. Select your required program
6. Upload required documents
7. Submit your application
8. Click on fee payment link
9. Download fee payment challan and note down your challan number
10. Go to olpay.aiou.edu.pk
11. Enter challan number and click on "search" button
12. Check & tally your challan details with the generated challan then click on "submit fee" button
13. Enter credit/debit card number, card holder name, expiry and CVV code (mentioned on back side of card).
14. Click on "pay now" button
15. A successful payment notification will be appeared with an Order ID
16. Write Order ID and Transaction Date on the space given below.
17. Save the Order ID in your record till confirmation of your admission

STEP BY STEP GUIDE TO FILL UP ONLINE APPLICATION FORMS

Here we will share/guide you how to fill up the online admission form for Post Graduate Diploma(s):

- First open our website in any Browser WWW.AIOU.EDU.PK you will be at this page/window.

The screenshot shows the homepage of Allama Iqbal Open University. The header includes the university's name and logo, along with a navigation menu. The main banner features the text 'Education for All' and 'Admissions Open Autumn 2021'. Below the banner, there are four main sections: AAGHI LMS PORTAL, ADMISSIONS, EXAMINATIONS, and LINKS. The 'ADMISSIONS' section is highlighted with a red box around the 'Online Admission Form NEW' link.

- Click Online Admission Forms under the ADMISSIONS Tab.

Home | About | Faculties | Departments | Programmes | Research | Libraries | News Letters | Jobs | Contact Us

Allama Iqbal Open University
"Education for All"

Admissions | Mailing | Examination | Live Media | Downloads | Life at AIOU | ORIC | Help Desk

Online Admission Form

For Semester Autumn 2021

- Admission for Fresh Applicants
- Enrolment for Continuing Students (If you have not received Username/Password please call helpline: 051-111-112-468 OR submit request on Helpdesk: <http://support.aiou.edu.pk>)
- Download Prospectus (For National Students)
- Download Prospectus (For International and Overseas Students)

Helpline: 051-111-112-468

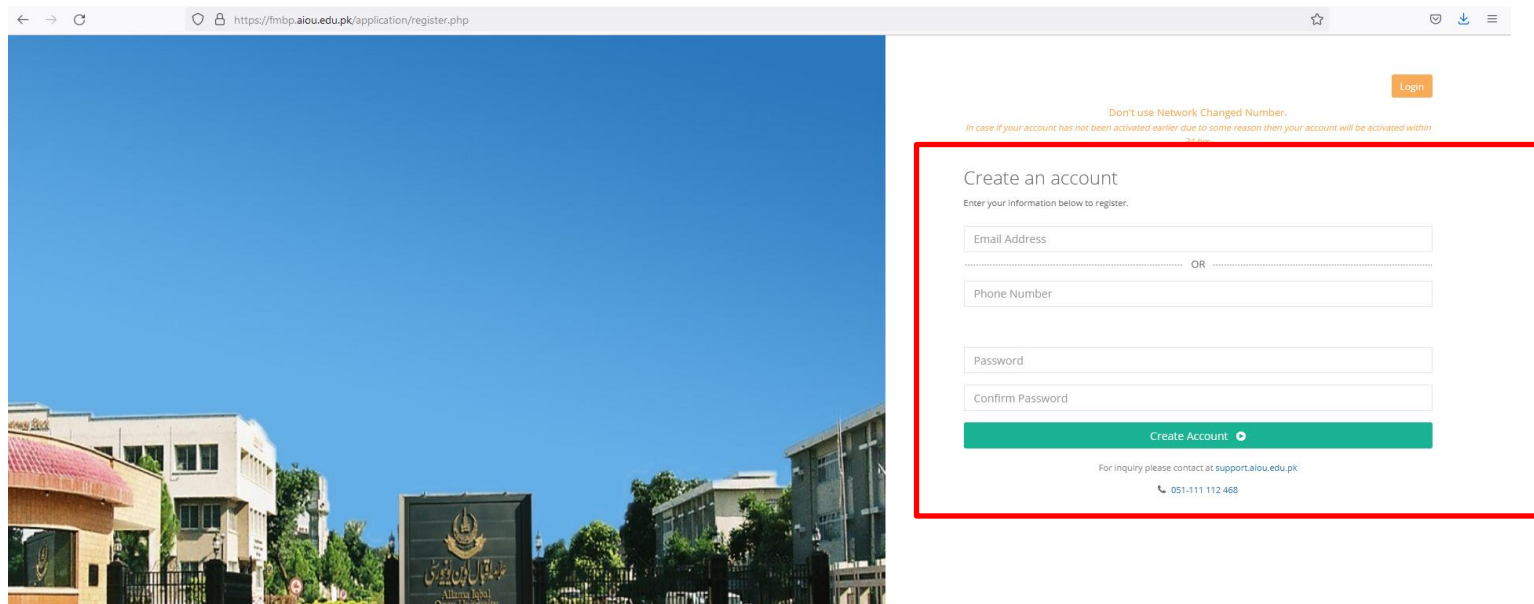
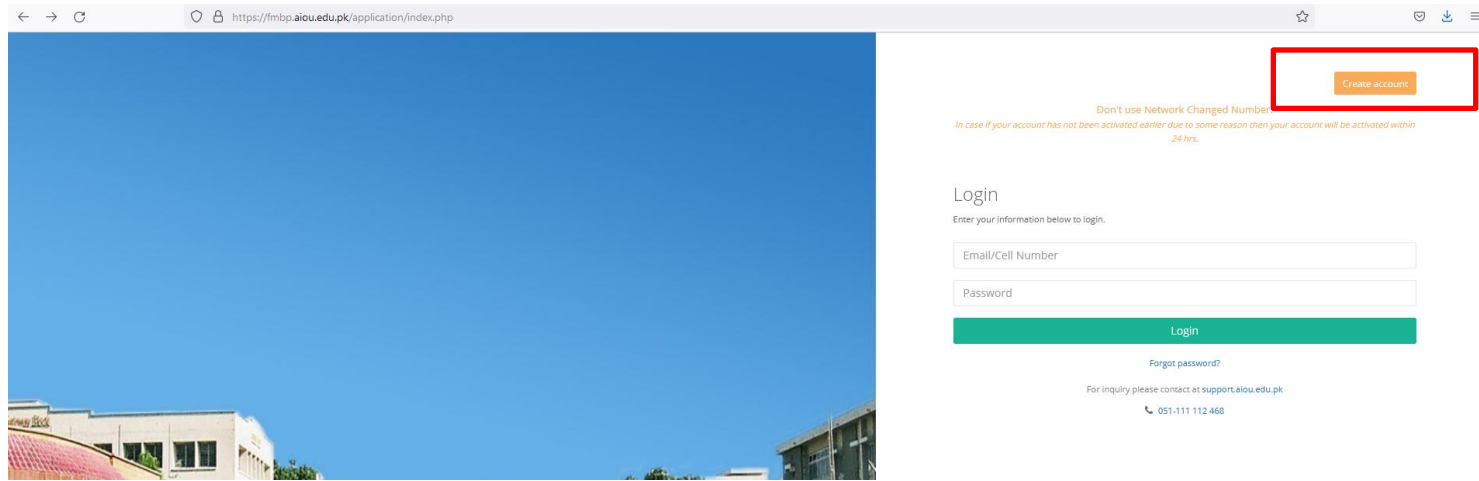
Copyright © 2020-21 @ AIOU Allama Iqbal Open University, Sector H-8, Islamabad- 44000, Pakistan AIOU Help Desk

- On next window you will find following **Four Options.**
 1. **Admissions for Fresh Students**
 2. Enrolment for Continuing Students (will start from 16 August 2021)
 3. Download Prospectus (For National Students)
 4. **Download Prospectus (For International and Overseas Students)**

Please **click option 4** if you want to read or download the prospectus otherwise **click on option 1** to fill-up online admission form Click on **Admission for Fresh Applicants.**

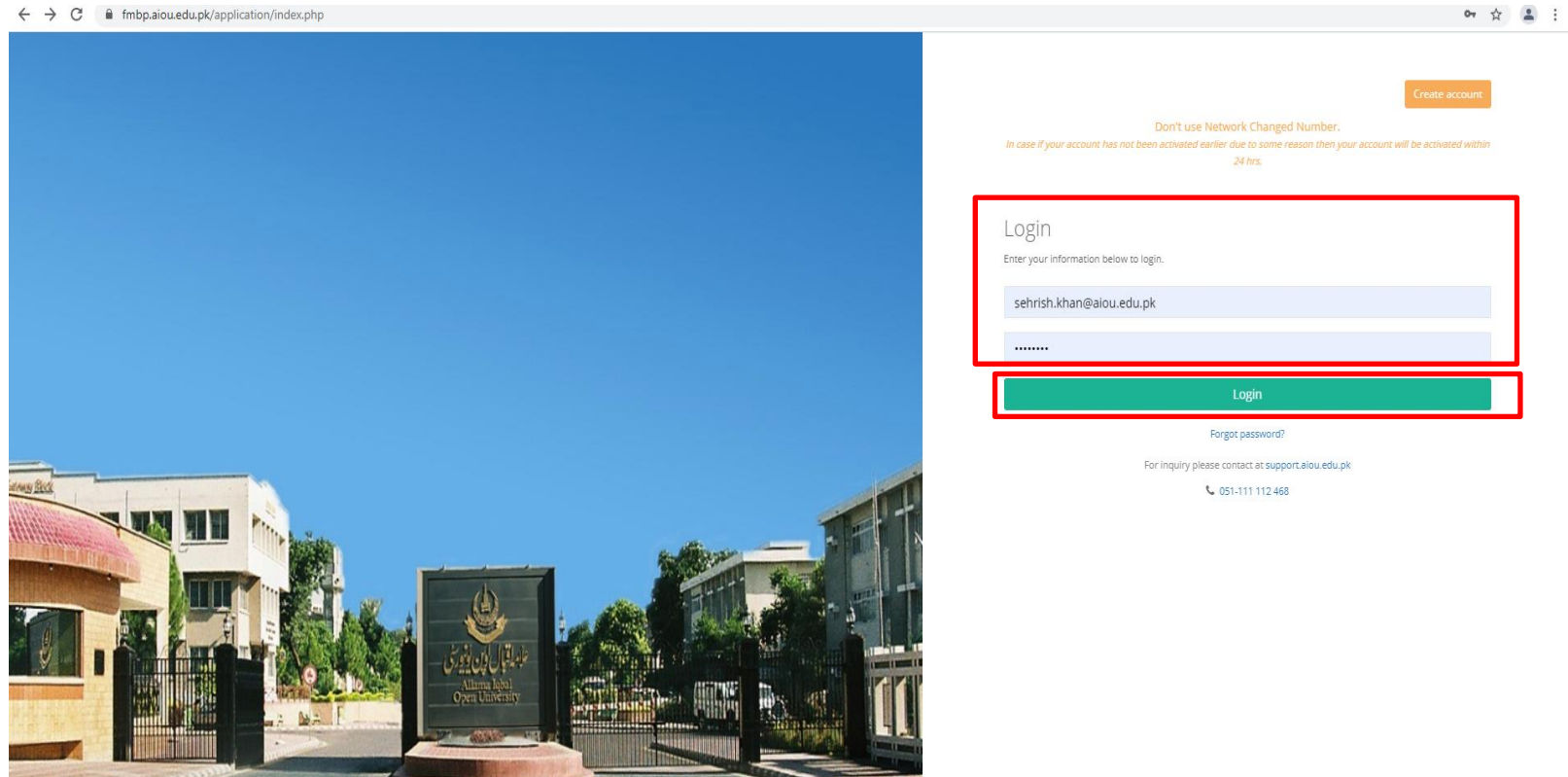
On clicking **Admission for Fresh Applicants**, you can view the window as shown in picture. Here you will have to create your account with your email (Phone number option is not available for international and overseas students).

- Please click on **Create Account**.
-



On creating account with email, you will receive a [CODE through your email](#). Write down that code at this page and proceed further.

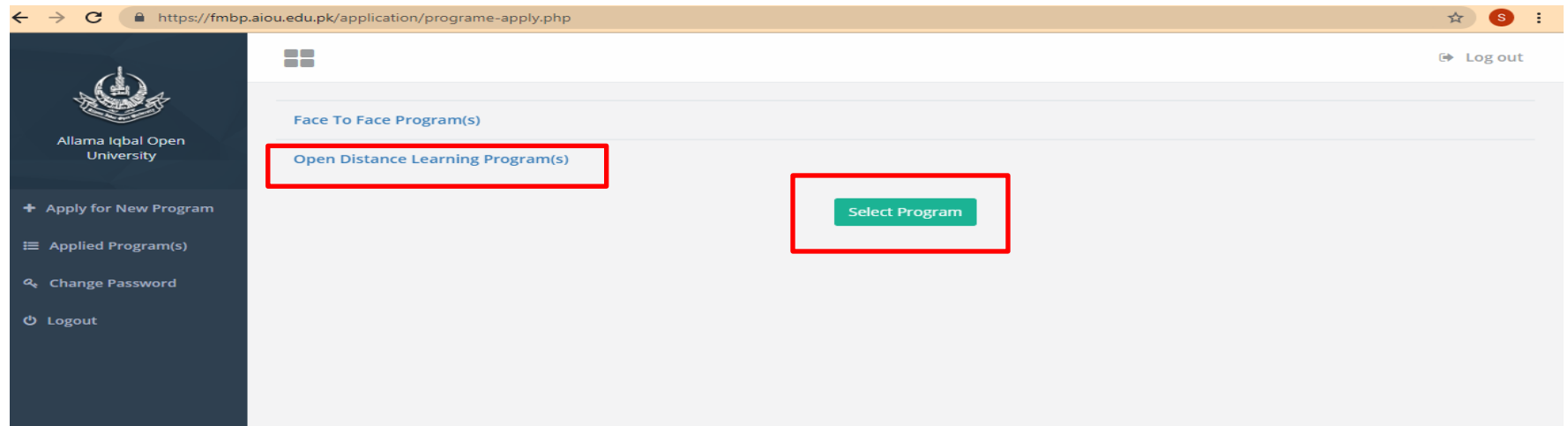
- On successful creation of your account with AIOU you will have to sign in with your [email and password](#) as per shown example:



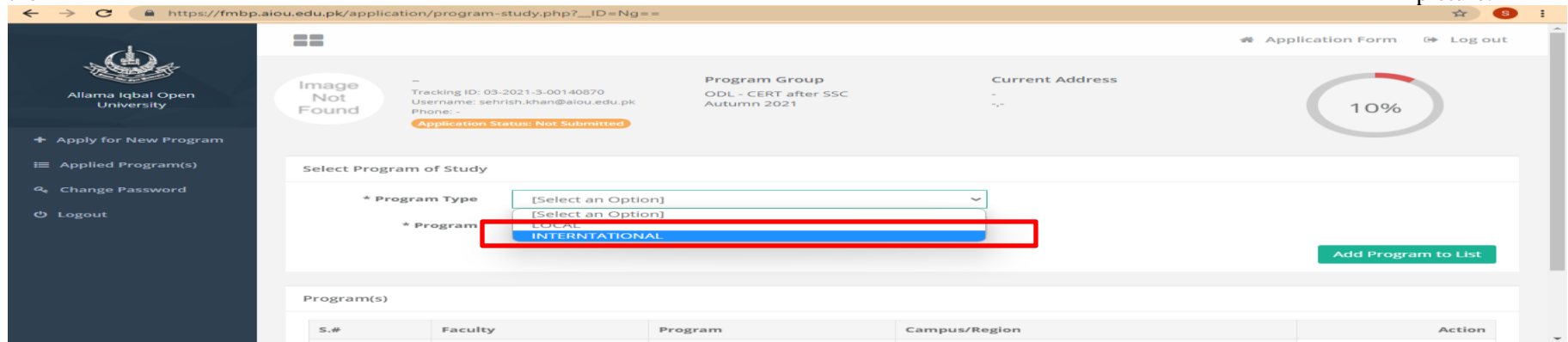
After Clicking the Login Button you will sign in to your University Account.

- Click on [Apply for New Program](#). You will see two options [Face to face Programs](#) and [Open Distance Learning Programs](#).

- Click Open Distance Learning Program.



All International and Overseas Students filling the Program of Study Portion shall select INTERNATIONAL in their Program Type as shown in the picture:



On Next Window you will find an option to choose your degree program in which you want to get admission.

The screenshot shows the application portal for Allama Iqbal Open University. The left sidebar contains navigation options: 'Apply for New Program', 'Applied Program(s)', 'Change Password', and 'Logout'. The main content area is titled 'Face To Face Program(s)' and 'Open Distance Learning Program(s)'. A table lists six ODL programs. The fourth row, 'ODL - BED1.5', is highlighted with a red box, and its radio button is selected. A green 'Select Program' button is located at the bottom right of the table area.

| | S.# | Program | Session | Deadline |
|----------------------------------|-----|----------------------|---------------|-------------------------------------|
| <input type="radio"/> | 1 | ODL - SSC | Autumn 2021 | Monday , September 06, 2021 23:59 |
| <input type="radio"/> | 2 | ODL - HSSC | Autumn 2021 | Monday , September 06, 2021 23:59 |
| <input type="radio"/> | 3 | ODL - CERT after SSC | Autumn 2021 | Monday , November 01, 2021 23:59 |
| <input checked="" type="radio"/> | 4 | ODL - BED1.5 | Autumn 2021 | Monday , November 01, 2021 23:59 |
| <input type="radio"/> | 5 | ODL - BA/BS/AD/BED4 | Autumn 2021 | Monday , November 01, 2021 23:59 |
| <input type="radio"/> | 6 | ODL - PGD | Autumn 2021 | Monday , November 01, 2021 23:59 |

Students wishful to apply for **B. ED (1.5-Year)** Program shall **select Option-4 ODL-BED1.5** as shown in the above picture. While all those students who are applying for other **2.5Years and 4-Years B.E.D** programs shall select **Option-5 ODL-BA/BS/AD/BED4** as shown in the picture below:

The screenshot shows the application portal for Allama Iqbal Open University. The left sidebar contains navigation options: 'Apply for New Program', 'Applied Program(s)', 'Change Password', and 'Logout'. The main content area is titled 'Face To Face Program(s)' and 'Open Distance Learning Program(s)'. A table lists six ODL programs. The fifth row, 'ODL - BA/BS/AD/BED4', is highlighted with a red box, and its radio button is selected. A green 'Select Program' button is located at the bottom right of the table area.

| | S.# | Program | Session | Deadline |
|----------------------------------|-----|----------------------|---------------|-------------------------------------|
| <input type="radio"/> | 1 | ODL - SSC | Autumn 2021 | Monday , September 06, 2021 23:59 |
| <input type="radio"/> | 2 | ODL - HSSC | Autumn 2021 | Monday , September 06, 2021 23:59 |
| <input type="radio"/> | 3 | ODL - CERT after SSC | Autumn 2021 | Monday , November 01, 2021 23:59 |
| <input type="radio"/> | 4 | ODL - BED1.5 | Autumn 2021 | Monday , November 01, 2021 23:59 |
| <input checked="" type="radio"/> | 5 | ODL - BA/BS/AD/BED4 | Autumn 2021 | Monday , November 01, 2021 23:59 |
| <input type="radio"/> | 6 | ODL - PGD | Autumn 2021 | Monday , November 01, 2021 23:59 |

- After selecting your desired degree program; you will be at the new window there you will have to fill up the required information.
- For Post Graduate Diploma's fill-up, the information on this page, i. e. your last degree information. **Under Degree Type click Degree** and **under Degree Level click 12 years of education.** Under **DEGREE click relevant option.** Then your **Preference/Major click relevant option** and then **under Board/university select your university from which you passed your last degree.**
- After this you will have to provide **INFORMATION about your MARKS.** Under **Starting Year** and **Passing Year** select the year you started and passed your degree.
- Under **Roll Number** type your roll number or registration no of that degree.
- In **Exam type Annual or Semester** and **Grading.**
- Then fill up **Total Marks** and **Obtained Marks.** Then **Division** will be auto filled by the system.

The screenshot shows a web browser window with the URL `fmbp.aiou.edu.pk/application/terminal-degree.php?_ID=MTA=`. The page header includes the Alama Iqbal Open University logo and navigation links: 'Apply for New Program', 'Applied Program(s)', 'Change Password', and 'Logout'. The user's profile information is displayed, including 'Image Not Found', 'Tracking ID: 02-2021-3-00131260', 'Username: sehish.khan@aiou.edu.pk', and 'Phone: -'. The program group is 'ODL - PGD Autumn 2021' and the current address is '-'. A progress indicator shows '0%'. The main form area is divided into two sections: 'Degree Information (Terminal/Last Academic Record)' and 'Marks Information'. The 'Degree Information' section contains five dropdown menus: '* Degree Type', '* Degree Level', '* Degree', '* Preference/Major', and '* Board/University'. The 'Marks Information' section contains five dropdown menus: '* Starting Year', '* Passing Year', '* Exam Type', and '* Grading', along with a text input field for '* Roll Number'. The application status is indicated as 'Not Submitted'.

- Click one by one on the given options **Program of Study**, **Personal information**, **Academic Record**, **Professional Experience**, **Course Information**, **Photographs & Documents** and fill up accurately all the requisite information under these headings.
- Applicants of BS(4-Years), Associate degree Programs, B.E.D Programs, Online Certificates and Post Graduate Diplomas will pay their fee online after filling up their online admission form.

Logout

Personal Information
Last Update:

Academic Record
Last Update:

Professional Experience
Last Update: September, 02 2021 01:05:18 PM

Courses Information
Last Update:

Photograph and Documents
Last Update:

051-111 112 468

Quick Links
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[Advertisement](#)

Undertaking

The information given in this form is correct to the best of my knowledge and nothing has been concealed. I have read the prospectus of the programme and filled the form in the light of the given instruction.

I shall abide by the rules and regulations framed by the university from time to time.

Upon the seeking admission I shall study the material and abide by the instruction given in it.

For legal remedy, I shall file an appeal in the courts of Rawalpindi/Islamabad only.

My admission is provisional and in case of any wrong mis-statement, or false information the university can cancel the admission and confiscate the fee/degree, etc.

I accept the responsibility for non-consideration of admission by the university due to incomplete or late admission of form fee.

I have submitted only one admission form in this semester. In case of two admission forms of two different courses/programmes the University is fully authorized to cancel admission of the fresh programme, and confiscate fee as per rules.

I have filled this form with the entire consent of my parent/ guardian.

I hereby undertake that the information provided herein is correct and I agree that at any stage the information found false OR I am found ineligible according to the admission criteria, the admission shall be cancelled and I shall not claim for the degree.

Application cannot be updated after submission.

Accept All

Submit Application

- In Professional Experience students who don't have any work experience shall click as shown in the picture and click on the save & continue Section:

The screenshot displays the 'Work Experience' section of an application form. The page header includes the university logo, user details (Tracking ID: 02-2021-3-00136670, Username: sehrish.khan@aiou.edu.pk, Phone: ...), and program information (Program Group: ODL - BAKS/ADY/BED4 Autumn 2021). A progress indicator shows 20% completion. The 'Work Experience' section contains a table with columns for S.#, Organization, Job Title, Date, and Actions. A red box highlights a link in the Organization column: 'If you donot have any working experience click here to complete this section'. Another red box highlights the 'Save & Complete Section' button at the bottom right of the form.

- Please upload all required documents in the requisite format in the Photograph & Documents Section:

fmbp.aiou.edu.pk/application/check-list.php?_ID=NQ==

Application Form Log out

Alama Iqbal Open University

Apply for New Program
Applied Program(s)
Change Password
Logout

Image Not Found

Tracking ID: 02-2021-3-00136670
Username: sehrish.khan@aiou.edu.pk
Phone:
Application Status: Not Submitted

Program Group
ODL - BA/BS/AD/BED4
Autumn 2021

Current Address

20%

Applicant (For multiple documents, Please create and upload one PDF document containing all documents.)

| S.# | Document | Status | Action |
|-----|---|-------------------------------|---------------------------------------|
| 1 | *Recent Photograph <input type="button" value="Choose File"/> No file chosen Max File Size (0.5 MB) File Format: jpeg,jpg,png | Not Uploaded File Name: ** | <input type="button" value="Upload"/> |
| 2 | *CNIC / B-Form / Passport <input type="button" value="Choose File"/> No file chosen Max File Size (0.5 MB) File Format: jpeg,jpg,png,pdf | Not Uploaded File Name: ** | <input type="button" value="Upload"/> |
| 3 | Local/Domicile <input type="button" value="Choose File"/> No file chosen Max File Size (0.5 MB) File Format: jpeg,jpg,png,pdf | Not Uploaded File Name: ** | <input type="button" value="Upload"/> |

Guardian (For multiple documents, Please create and upload one PDF document containing all documents.)

| S.# | Document | Status | Action |
|-----|---|-------------------------------|---------------------------------------|
| 1 | Father CNIC / Passport <input type="button" value="Choose File"/> No file chosen | Not Uploaded File Name: ** | <input type="button" value="Upload"/> |

- At the last step **ACCEPT ALL UNDERTAKINGS** by clicking on the empty boxes placed on left side of the window and click on the **Submit Application Button**:

Logout

Personal Information
Last Update:

Academic Record
Last Update:

Professional Experience
Last Update: September, 02 2021 01:05:18 PM

Courses Information
Last Update:

Photograph and Documents
Last Update:

Quick Links
Prospectuses
Advertisement

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Undertaking

- The information given in this form is correct to the best of my knowledge and nothing has been concealed. I have read the prospectus of the programme and filled the form in the light of the given instruction.
- I shall abide by the rules and regulations framed by the university from time to time.
- Upon the seeking admission I shall study the material and abide by the instruction given in it.
- For legal remedy, I shall file an appeal in the courts of Rawalpindi/Islamabad only.
- My admission is provisional and in case of any wrong mis-statement, or false information the university can cancel the admission and confiscate the fee/degree, etc.
- I accept the responsibility for non-consideration of admission by the university due to incomplete or late admission of form fee.
- I have submitted only one admission form in this semester. In case of two admission forms of two different courses/programmes the University is fully authorized to cancel admission of the fresh programme, and confiscate fee as per rules.
- I have filled this form with the entire consent of my parent/ guardian.
- I hereby undertake that the information provided herein is correct and I agree that at any stage the information found false OR I am found ineligible according to the admission criteria, the admission shall be cancelled and I shall not claim for the degree.
- Application cannot be updated after submission.
- Accept All

Submit Application

ALLAMA IQBAL OPEN UNIVERSITY

Allama Iqbal Open University, a mega university was established in 1974 under an Act of Parliament. The main campus of the university is situated in sector H-8, Islamabad. It was the second open university of the world and the first of its kind in Asia. The aim of establishing AIOU was to provide affordable and accessible education through distance learning at the door-steps to those people who could not continue their educational journey through formal system of education. The University (AIOU) operates on semester system and admits students in Autumn and Spring semesters. Under graduate admissions are offered in both the semesters whereas post graduates are offered once a year. The enrolled students are given course books online specially prepared by the university on self-instructional principles. However, at post graduate level reprints of foreign books, allied material with university prepared study guides help students to polish their skills.

At present, the AIOU is offering programmes from Matric to PhD level in diverse disciplines comprising four faculties. The university has established study centres across the country, where distance education students are provided necessary guidance by their respective tutors. Moreover, the university has established full time study centres, wherein the students of MBA (IT), MBA (Banking

and Finance), BS (CS), MSc/BS Chemistry, MSc/BS Microbiology etc. are being provided instruction, guidance and counselling through face-to-face education. AIOU is offering four years under graduate degrees. Apart from curricular activities during the academic year, the AIOU and its regional centres actively participate in the co-curricular activities by arranging educational and literary seminars, workshops and conferences, attended not only by the students and faculties of the university but also by the renowned dignitaries and scholars. For the science students and research scholars, a science complex has been built where they use the latest equipment of international standard for experimentation and research. To meet the present-day challenges,

internet facility is also available in the student's hostel and the Central Library where computers have been provided to enable students to access latest information available through open-source databases.

By keeping in view, the need of international market Directorate of International Collaboration & Exchange (IC&E) has started offering admissions to the International and Overseas students in B.E.D Programmes from Autumn-2021 session.

| Programme Coordinators | Address |
|--|---|
| B. Ed 1.5 Year | Dr. Syed Nasir Hussain Assistant Professor ECE & ETED Phone: 051-9057718 |
| B. Ed 2.5 Years | Ms. Mubeshera Tufail Lecturer ECE & ETED Ph: 051-9057716, Email: mubeshera.tufail@aiou.edu.pk |
| B. Ed 4 Years ETE | Dr. Muhammad Samiullah Assistant Professor ECE & ETED Ph: 051-9057851 |
| B. Ed 4 Years (Secondary Teacher Education) | Dr. Sidra Rizwan Lecturer, STED Ph: 051-9057699 |
| B. Ed 2.5 Years (Science Education) | Mr. Arshad Mehmood Qamar Lecturer Science Education Department Ph: 051-90557168 |
| B. Ed 4 Years (Science Education) | Mr. Arshad Mehmood Qamar Lecturer Science Education Department Ph: 051-9057168 |

FACULTY OF EDUCATION

The origin of the Faculty of Education pre-dates the university itself. The National Institute of Education was established in 1973 under the Federal Ministry of Education. It became part of the university in June, 1975 as Institute of Education in the Faculty of Social Sciences. The progressively extending functions of the Institute brought the needs for structural change and in 1984 it got the status of Faculty of Education.

DEPARTMENTS OF THE FACULTY

Faculty of Education comprises of the following six departments:

1. Distance, Non-Formal and Continuing Education
2. Educational Planning, Policy Studies and Leadership
3. Early Childhood Education and Elementary Teacher Education
4. Secondary Teacher Education
5. Science Education
6. Special Education

Distance, Non Formal& Continuing Education (DNFCE)

The department was established in 1984 and was renamed as Distance, Non Formal and Continuing Education in 2008. It offers specialized degree programmes/courses in Distance Non-Formal and Continuing Education, Adult Education and Educational Technology at MA Education, MEd, MPhil and PhD (MS/MPhil Based) level. It also offers courses at BA level.

Educational Planning, Policy Studies & Leadership (EPPSL)

The department was established in 1976 was renamed as EPPSL in 2008. It offers programmes in educational planning and management. These programmes are aimed at producing a cadre of professionals for the educational institutions and organizations in the country. Programmes of EPPSL include Postgraduate Diploma, MA (EPM), MPhil and PhD (MS/MPhil Based). The courses of these programmes are attained to the field requirements of target personnel in the areas of educational planning and management.

Early Childhood Education and Elementary Teacher Education

The Department of Elementary Teacher Education was established in 2003. In April 2008, the name of Elementary Teacher Education Department was changed as Early Childhood Education and Elementary Teacher Education Department. The Early Childhood Education and Elementary Teacher Education Department offers ADE, PGD in ECE, BEd, MEd, MPhil and PhD programmes, it also offers “Education” as subject at Matric, Intermediate and Graduate level. Early Childhood Education and Elementary Teacher Education Department is one of the largest departments of this institution in terms of its enrollment of students and the number of courses offered by this department.

Secondary Teacher Education

The Department of Teacher Education was established in 1985 and was bifurcated into Secondary and Elementary Teacher Education Departments in July 2003. Its programmes aim at imparting academic and professional knowledge and training to in-services and pre service teachers and scholars.

Science Education

The Department of Science Education was established in 1988. The programmes and courses of the department are mainly focused on education and training of science teachers. Presently the department offers specialized courses in science at BEd, MA, MEd, MPhil and PhD level. Specialization courses provide conceptual framework and in depth insight into the teaching of science effectively.

Special Education

The Department was established in 1985. The department imparts education and training to teachers for the special children in four specializations namely Visual impairment, Hearing impairment, Physical disabilities and Mental retardation with particular emphasis to facilitate mainstreaming of special children. Parents of the special children are also admitted to these programmes. Present

programmes/courses of this department comprised of Postgraduate Diploma, MEd, MA, MPhil and PhD (MS/MPhil Based) in Special Education.

Programmes of Faculty of Education

All academic programmes of the Faculty of Education are recognized by HEC and accreditation is under process with NACTE.

MPhil Education with following specializations:

- Distance and Non Formal Education
- Educational Planning and Management
- Elementary Teacher Education
- Teacher Education
- Special Education
- Science Education

MEd/MA Education with following specializations:

- MEd Distance and Non Formal Education
- MEd Elementary Teacher Education
- MEd Science Education
- MEd Special Education
- MEd Teacher Education
- MA Distance and Non Formal Education
- MA Educational Planning and Management
- MA Teacher Education
- MA Special Education

BEd/PGD/ADE/SSC/HSSC/BA level Educational programmes:

- BEd (1.5 year, 2.5 years, 4 years)
- PGD Educational Planning and Management
- PGD Early Childhood Education
- Associate Degree in Education (2 years)
- Courses of Education at SSC, HSSC and BA level

The faculty is offering the following academic programmes:

PhD Education with following specializations:

- Distance and Non-Formal Education
- Educational Planning and Management
- Elementary Teacher Education
- Teacher Education
- Special Education
- Science Education

BED (1.5 YEARS) PROGRAMME

| | |
|---|--------------------------------|
| Duration | 1.5 Year (3 Semesters) |
| Total credits | 54 |
| Maximum load | 18 Credit Hours (per semester) |
| Medium of Instruction | English/Urdu |
| Mode of Delivery | Online |
| Offered to International/Overseas Students | Yes |
| Passing Marks (Assignment/Exam) | 50% |
| Maximum Duration: | 03 Years |

Introduction:

The emerging needs and shortage of human development resources mixed with higher qualities of leadership in the field of education at national level demand personnel who have sound professional and academic background in the field of teacher education. This programme provides such academic opportunities to teachers. It aims at providing education and training facilities to teachers, administrators, and master graduates.

Following are the objectives of this programme:

1. To acquaint the prospective teachers with latest teaching techniques and methodologies.
2. To enable teachers to use instructional technology in the classroom.
3. To enable the prospective teachers to manage classroom environment.
4. To meet country's increasing demand for trained personnel

5. **Maximum Duration:** Maximum Duration to complete the degree will be 03 Years.

Eligibility Criteria: 16 Years of Education (Academic Disciplines Other than Education) MA/MSc/BA (4-year)/ BS(4 years) with minimum second division or equivalent.

Semester-Wise Breakup of Scheme of Studies

1st Semester

| S.# | Courses | Code | Cr.Hrs |
|-----|--|------|--------|
| 1 | General Methods of Teaching (Professional) | 8601 | 3 |
| 2 | Educational Assessment and Evaluation (Professional) | 8602 | 3 |
| 3 | Curriculum Development (Foundation) | 8603 | 3 |
| 4 | Research Methods in Education (Professional) | 8604 | 3 |
| 5 | Educational Leadership and Management (Professional) | 8605 | 3 |
| 6 | Citizenship Education and Community Engagement | 8606 | 3 |

Total Credit Hours=18

2nd Semester

| S.# | Courses | Code | Cr. Hrs |
|-----|---|------|---------|
| 1 | Teaching Practice I (Professional) | 8607 | 3 |
| 2 | Critical Thinking and Reflective Practices (Professional) | 8611 | 3 |
| 3 | Area of Specialization (Course-I) | | 3 |
| 4 | Area of Specialization (Course-II) | | 3 |
| 5 | Area of Specialization (Course-III) | | 3 |
| 6 | Area of Specialization (Course-IV) | | 3 |

Total Credit Hours=18

3rd Semester

| S.# | Courses | Code | Cr. Hrs |
|-----|--|------|---------|
| 1 | Teaching Practice II (Professional) | 8608 | 3 |
| 2 | Philosophy of Education (Foundation) | 8609 | 3 |
| 3 | Human Development and Learning (Foundation) | 8610 | 3 |
| 4 | Professionalism in Teaching (Professional) | 8612 | 3 |
| 5 | Research Project (Content Embedded) (Professional) | 8613 | 3 |
| 6 | Educational Statistics (Professional) | 8614 | 3 |

Total Credit Hours=18

Specialization Courses:

Area 1: Leadership and Management

| S.# | Courses | Code | Cr. Hrs |
|-----|---|------|---------|
| 1 | Management Strategies in Educational Institutions | 8615 | 3 |
| 2 | School Administration and Supervision | 8616 | 3 |
| 3 | Plan Implementation and Educational Management | 8617 | 3 |
| 4 | School Leadership | 8618 | 3 |

Area 2: Educational Technology and Evaluation

| S.# | Courses | Code | Cr. Hrs |
|-----|------------------------|------|---------|
| 1 | Educational Technology | 8619 | 3 |
| 2 | Computers in Education | 8620 | 3 |
| 3 | Broadcast Media | 8621 | 3 |
| 4 | Non Broadcast Media | 8622 | 3 |

Area 3: Teacher Education

| S.# | Courses | Code | Cr. Hrs |
|-----|-------------------------------|------|---------|
| 1 | Elementary Education | 8623 | 3 |
| 2 | Secondary Education | 8624 | 3 |
| 3 | Higher Education | 8625 | 3 |
| 4 | Teacher Education in Pakistan | 8626 | 3 |

Area 4: Science Education

| S.# | Courses | Code | Cr. Hrs |
|-----|--|------|---------|
| 1 | Foundation of Science Education | 8627 | 3 |
| 2 | Assessment in Science Education | 8628 | 3 |
| 3 | Laboratory Organization, Management and Safety Methods | 8629 | 3 |
| 4 | General Science in Schools | 8638 | 3 |

Area 6: Reading

| S.# | Courses | Code | Cr. Hrs |
|-----|------------------------|------|---------|
| 1 | Foundations of Reading | 8634 | 3 |
| 2 | Teaching Reading | 8635 | 3 |
| 3 | Reading Difficulties | 8636 | 3 |
| 4 | Reading Assessment | 8637 | 3 |

Note: The department may change offering of courses as per availability of the courses.

Fee Structure BEd(1.5 year)

Registration Fee: (At the time of 1st admission) US\$:50

Admission Fee:(At the time of 1st admission) US\$:50

Per 3 Credit Hours Fee: US\$:150 (US\$:150 ×6) = US\$:900

First Semester Fee: US\$1000

Teaching Practice-I Fee: US\$100 Per one credit Hour

Teaching Practice-II Fee: US\$:100 Per one credit Hour

Research Project Fee: US\$:100 Per one credit Hour

B.Ed (2.5 YEAR) PROGRAMME**Specialization: Elementary Teacher Education**

Duration: 2.5 year (5 Semesters)

Total Credits: 90

Maximum Load per Semester: 18 Credit Hours

Medium of Instruction: English/Urdu

Delivery Mode: Online

Passing Marks (Assignment/Exam) 50%

Entry Qualification: 14 year of education (BA/BSc or equivalent with minimum 2nd division)

Offered to International/Overseas Yes

Note: Maximum duration to complete the degree will be 05 years.

1st Semester (Bridging Semester)

| S.# | Courses | Code | Cr. Hrs |
|-----|---|------|---------|
| 1 | Basics of Technical English | 6465 | 3 |
| 2 | General Mathematics & Statistics | 6401 | 3 |
| 3 | Critical Thinking and Reflective Practices (Foundation) | 8611 | 3 |
| 4 | Basics of Information & Communication Technology | 5403 | 3 |
| 5 | Educational Leadership and Management | 8605 | 3 |
| 6 | Citizenship Education and Community Engagement | 8606 | 3 |

Total Credit Hours=18

Note: All courses in first semester are compulsory.

2nd Semester

Compulsory Courses in Second Semester:

| S.# | Courses | Code | Cr. Hrs |
|-----|--|------|---------|
| 1 | General Methods of Teaching | 8601 | 03 |
| 2 | Educational Assessment and Evaluation (Professional) | 8602 | 03 |
| 3 | Curriculum Development (Professional) | 8603 | 03 |
| 4 | Philosophy of Education (Professional) | 8609 | 03 |
| 5 | Academic content-Course I (Cluster I*) | | 03 |
| 6 | Academic content-Course I (Cluster II*) | | 03 |

Total Credit Hours=18

*Cluster I & Cluster II refers to any two clusters of academic content courses selected by the student in the second semester. See clusters of optional courses at the end of semester 5.

3rd Semester

| S.# | Courses | Code | Cr. Hrs |
|-----|---|------|---------|
| 1 | Human Development and Learning (Foundation) | 8610 | 03 |
| 2 | Professionalism in Teaching (Professional) | 8612 | 03 |
| 3 | Academic Content-Course II (Cluster I*) | | 03 |
| 4 | Academic Content-Course II (Cluster II*) | | 03 |
| 5 | Pedagogy I (Method of Teaching related to Cluster I*)- Professional | | 03 |
| 6 | Pedagogy II (Method of Teaching related to Cluster II*)- Professional | | 03 |

Total Credit Hours=18

*Cluster I & Cluster II refers to two clusters of academic content courses selected by the student in the second semester.

4th Semester

| S.# | Courses | Code | Cr. Hrs |
|-----|--|------|---------|
| 1 | Comparative Education | 6466 | 03 |
| 2 | Research Methods in Education (Professional) | 8604 | 03 |
| 3 | Educational Statistics (Professional) | 8614 | 03 |
| 4 | Teaching Practice-I (Professional) | 8607 | 03 |
| 5 | Academic content-Course III (Cluster I*) | | 03 |
| 6 | Academic content-Course III (Cluster II*) | | 03 |

Total credit Hours=18

*Cluster I & Cluster II refers to two clusters of academic content courses selected by the student in the second semester.

5th Semester

Compulsory Courses in Fifth Semester

| S.# | Courses | Code | Cr. Hrs |
|-----|--|------|---------|
| 1. | Research Project (Content Embedded) Professional | 8613 | 03 |
| 2. | Teaching Practice II (Professional) | 8608 | 03 |
| 3. | Academic content- Course IV (Cluster I*) | | 03 |
| 4. | Academic content- Course IV (Cluster II*) | | 03 |
| 5. | Academic content- Course V (Cluster I*) | | 03 |
| 6. | Academic content- Course V (Cluster II*) | | 03 |

Total Credit Hours=18

*Cluster I & Cluster II refers to two clusters of academic content courses selected by the student in the second semester.

Optional Courses

Clusters for Academic Content Courses: For academic content courses, the students can select only two clusters in the second semester. During B.Ed. (2.5 year programme), a student will complete 06 courses of each of these two clusters which were selected by the student in the second semester.

| | |
|---|--|
| <p>Cluster 1 Islamic Studies-I (Course Code:6473) Islamic Studies-II (Course Code:6474) Islamic Studies-III (Course Code:6475) Islamic Studies-IV (Course Code:6476) Islamic Studies-V (Course Code:6477) Pedagogy-Teaching of Islamic Studies (Course Code: 6497)</p> | <p>Cluster 2 Urdu-I Course Code: 6478) Urdu-II Course Code: 6479) Urdu-III Course Code: 6480) Urdu-IV Course Code: 6481) Urdu-V Course Code: 6482) Pedagogy-Teaching of Urdu (Course Code: 6494)</p> |
| <p>Cluster 3 English-I(Course Code: 6468) English-II (Course Code: 6469) English-III (Course Code: 6470) English-IV (Course Code: 6471) English-V (Course Code: 6472) Pedagogy-Teaching of English (Course Code: 6493)</p> | <p>Cluster 4 Home Economics-I (Course code: 6483) Home Economics-II (Course code: 6484) Home Economics-III (Course code: 6485) Home Economics-IV (Course code: 6486) Home Economics-V (Course code: 6487) Pedagogy-Teaching of Home Economics (Course Code: 6496)</p> |

Cluster 5

Pakistan Studies-I (Course Code: 6488)
 Pakistan Studies-II (Course Code: 6489)
 Pakistan Studies-III (Course Code: 6490)
 Pakistan Studies-IV (Course Code: 6491)
 Pakistan Studies-V (Course Code: 6492)
 Pedagogy-Teaching of Pakistan Studies (Course Code: 6495)

Note: (i) A student has to complete 06 courses for each of two clusters in B.Ed. (2.5 years) programme. **(ii)** If a student is required to change a cluster, then he/she will pass 06 courses of one cluster (for example, English or Urdu etc.) to successfully complete the requirements of the programme. **(iii)** The department may change the sequence of course(s) offering as per availability of course(s).

Fee Structure BEd (2.5 years)

Registration Fee: (At the time of 1st admission) US\$:50
 Admission Fee:(At the time of 1st admission) US\$:50
 Per 3 Credit Hours Fee: US\$:150 (US\$:150 ×6) = US\$:900

First Semester Fee: US\$1000

Teaching Practice-I Fee: US\$100 Per one credit Hour
 Teaching Practice-II Fee: US\$:100 Per one credit Hour
 Research Project Fee: US\$:100 Per one credit Hour

For any academic assistance contact:

Ms. Mubeshera Tufail
 Lecturer, ECE & ETED
 Ph: 051-9057716, Email: mubeshera.tufail@aiou.edu.pk

BEd (2.5 YEARS) PROGRAMME

Specialization: Science Education

| | |
|--|--|
| Duration: | 2.5 Years (5 Semesters) |
| Total Credits: | 90 credit hours |
| Maximum Load per Semester: | 18 Credit Hours |
| Medium of Instruction: | English/Urdu |
| Delivery Mode: | Online |
| Offered to International/Overseas | Yes |
| Passing Marks (Assignment/Exam) | 50% |
| Entry Qualification: | Having BSc Degree/ AD Science with at least 45% marks or equivalent. (Maximum duration to complete the degree is five years. |

Introduction:

After completing this programme, prospective teachers will be able to:

1. Describe the concepts, foundations and perspectives of Science Education
2. Present the pedagogical and content knowledge by using latest information communication system (ICT) in an effective manner.
3. Demonstrate science related attitudes in Science Education.
4. Apply Practical Skills (Science Process Skills) for science teaching.
5. Develop lesson plans and assessment tools for science teaching and learning.

1st Semester

Bridging Semester

| S.# | Courses | Code | Cr. Hrs |
|-----|---|------|---------|
| 1 | English III (Basics of Technical English) | 6465 | 3 |
| 2 | General Mathematics & Statistics | 6401 | 3 |
| 3 | Critical Thinking and Reflective Practices (Foundation) | 8611 | 3 |
| 4 | Basics of Information & Communication Technology | 5403 | 3 |
| 5 | Educational Leadership and Management | 8605 | 3 |

BEd (2.5 Years) programme with specialization in Science Education will not only provide a direction to general education but will also ensure that only those who intend to opt for Science Teaching as a profession will join the program. It will enable the Science Teachers to apply their knowledge and skills in real class situation more effectively. Teacher will be enabled to transform the provisions of policy and curriculum in the classroom. Teacher Students will be able to adopt innovative Science Teaching Methods and Science Assessment Models to get maximum outcomes from teaching and learning.

The teachers trained through this program will be able to teach Science at different levels of schooling.

Following are the objectives of BEd 2.5 Years with Specialization in Science Education

| | | | |
|---|--|------|---|
| 6 | Citizenship Education and Community Engagement | 8606 | 3 |
|---|--|------|---|

Total Credit Hours=18

Note: All courses in first semester are compulsory.

2nd Semester

| S.# | Courses | Code | Cr. Hrs | |
|-----|--|---|---------|------|
| 1 | Foundation of Science Education | 6435 | 3 | |
| 2 | Assessment in Science Education | 6436 | 3 | |
| 3 | Teaching Strategies in Science Education | 6437 | 3 | |
| 4 | Curriculum Development | 6406 | 3 | |
| 5 | Chemistry-I | Select any one combination of two courses | 3×2=6 | |
| | Biology-I | | | 6456 |
| | | | | 6451 |
| 6 | Physics-I | 6441 | | |
| | Mathematics-I | 6446 | | |

Total Credit Hours=18

3rd Semester

| S.# | Courses | Code | Cr. Hrs |
|-----|---|--------------|---------|
| 1 | Chemistry-II Biology-II | 6457 6452 | 2×3=6 |
| 2 | Physics-II Mathematics-II | 6442 6447 | |
| 3 | Laboratory Organization, Management and Safety Methods. | 6438 | 3 |
| 4 | Teaching of Chemistry Teaching of Biology | 6460 6455 | 2×3=6 |
| 5 | Teaching of Physics Teaching of Mathematics | 6445 6450 | |
| 6 | Teaching Practice -1(Professional) | 6498 | 3 |

Total Credit Hours=18**4th Semester**

| S.# | Courses | Code | Cr. Hrs |
|-----|---|--------------|---------|
| 1 | Chemistry-III Biology-III | 6458 6453 | 2×3=6 |
| 2 | Physics-III Mathematics-III | 6443 6448 | |
| 3 | Comparative Education | 6466 | 3 |
| 4 | Research Methods in Education(professional) | 8604 | 3 |
| 5 | Educational Statistics (Professional) | 8614 | 3 |
| 6 | Research Project (Science Education) Professional | 8675 | 3 |

Total Credit Hours=18**5th Semester**

| S.# | Courses | Code | Cr. Hrs |
|-----|--|--------------|---------|
| 1 | Chemistry-IV Biology-IV | 6459 6454 | 2×3=6 |
| 2 | Physics-IV Mathematics-IV | 6444 6449 | |
| 3 | Teaching Practice -II(Professional) | 6499 | 3 |
| 4 | Chemistry-V (practical) Biology-V (practical) | 8672 8673 | 2×3=6 |
| 5 | Physics-V (practical) Mathematics-V | 8671 8674 | |
| 6 | Professionalism in Teaching | 8612 | 3 |

Total Credit Hours=18

Note: There will be six days' online workshop for one course in every semester. The workshop for each course comprises six days. The workshop is compulsory to pass the course.

Fee Structure (BE2.5Years)

Registration Fee: (At the time of 1st admission) US\$:50
 Admission Fee:(At the time of 1st admission) US\$:50
 Per 3 Credit Hours Fee: US\$:150 (US\$:150 ×6) = US\$:900

First Semester Fee: US\$1000

Teaching Practice-I Fee: US\$100 Per one credit Hour
 Teaching Practice-II Fee: US\$:100 Per one credit Hour
 Research Project Fee: US\$:100 Per one credit Hour

For any Academic Assistance:

Mr. Arshad Mehmood Qamar
 Lecturer
 Science Education Department
 Faculty of Education
 Allama Iqbal Open University, H-8, Islamabad
Ph: 051-9057168

B.Ed (4 YEARS) Science Education

Specialization: Science Education

Duration: 4 Years (8 –Semesters)
Semester Duration: 16-18 weeks
Course Load per Semester: 18 credit Hours
Total Credit Hours: 144 Credit Hours,
Medium of instruction: English /Urdu
Delivery Mode: Online
Offered to International/Overseas: Yes
Pass Marks (Assignment /Exams): 50 %

Introduction

B.Ed (4 Years) programme focus on education and training of prospective teachers which grows out of a profound belief in the transformative power of education. Our mission is to promote the development of highly qualified and efficient teaching professionals who are prepared to creatively contribute to the social, cultural, and educational development of a globally oriented, pluralistic, and diverse society. BEd (4 Years) programme will be a composite programme blending Core Courses, Foundation Courses, Professional Courses, and Specialization Courses. The teacher trained through new programme will be able to teach at Secondary and Higher Secondary Levels and will be an equivalent of the existing master's degree.

Following are the objectives of this programme:

- 1 To equip the prospective teachers with adequate knowledge of subject matter, contemporary pedagogy techniques, communication skills, critical thinking and dispositions to be an elementary school teacher.
- 2 To develop creative aptitude and research mindedness to the prospective teachers.
- 3 To improve the linguistic skills of the prospective teachers.

- 4 To strengthen the ideological perspectives of the students adequately and properly.

Prospective Students/Career:

This programme is designed for those prospective students who wish to join schools as a teacher. The programme will also cater for the existing elementary school Science teachers and Secondary School Science Teacher as at present their promotion is linked with ADE and BEd (4 Years) degree. Thus, this programme will open up new windows for the promotion of school teachers.

Eligibility Criteria:

For Science Education:

- FSc/ICS/A levels with at least 45% marks or minimum 2nd Division.
- (International students and students with A-Level must submit equivalence by IBCC)

1st Semester 18 Credit Hours

| Sr. No. | Code | Course | Cr. Hrs |
|---------|-------|--|---------|
| 1 | 5404 | English Compulsory-I | 3 |
| 2 | 5436/ | Islamic Studies OR | 3 |
| 3 | 5437 | Ethics (for Non-Muslims student only) | 3 |
| 4 | 5438 | Pakistan Studies | 3 |
| 5 | 6400 | General Methods of Teaching | 3 |
| 6 | 6416 | Urdu | 3 |
| 7 | 5403 | Basics of Information & Communication Technology | 3 |

2nd Semester 18 Credit Hours

| Sr. No. | Code | Course | Cr. Hrs |
|---------|------|-------------------------------------|---------|
| 1 | 5411 | English Compulsory-II | 3 |
| 2 | 6401 | General Math and Statistics | 3 |
| 3 | 6402 | Educational Psychology and Guidance | 3 |
| 4 | 6403 | Classroom Management | 3 |
| 5 | 1659 | Teaching of Urdu | 3 |
| 6 | 1655 | Teaching of English | 3 |

3rd Semester 18 Credit Hours

| Sr. No. | Code | Course | Cr. Hrs |
|---------|------|--|---------|
| 1 | 6404 | General Science | 3 |
| 2 | 6405 | Education in Pakistan | 3 |
| 3 | 6406 | Curriculum Development | 3 |
| 4 | 6407 | Classroom Assessment | 3 |
| 5 | 6408 | Teaching of Islamic Studies & Pakistan Studies | 3 |
| 6 | 6409 | Teaching of Mathematic | 3 |

4th Semester 18 Credit Hours

| Sr. No. | Code | Course | Cr. Hrs |
|---------|------|-------------------------------------|---------|
| 1 | 6410 | Arts Craft & Calligraphy | 3 |
| 2 | 6411 | Foundation in Education | 3 |
| 3 | 6412 | School Society and Teacher | 3 |
| 4 | 6413 | Introduction to Inclusive Education | 3 |
| 5 | 6414 | Teaching of General Science | 3 |
| 6 | 6415 | Short Term Teaching Practice | 3 |

5th Semester 18 credit Hours

| Code | Course | | Cr. Hrs |
|------|-----------------------|---|---------|
| 6465 | English III | | 3 |
| 6466 | Comparative Education | | 3 |
| 6441 | Physics-I | Cluster-A (M-1) Select any one cluster/ two courses | 3 |
| 6446 | Mathematics-I | | 3 |
| 6451 | Biology-I | | 3 |

| | | | | |
|------|----------------|-----------------|-------------------------------------|---|
| 6456 | Chemistry-I | (M-1) | Select any one cluster/ two courses | 3 |
| 6442 | Physics-II | Cluster-A (M-2) | | 3 |
| 6447 | Mathematics-II | | | 3 |
| 6452 | Biology-II | Cluster-B (M-2) | | 3 |
| 6457 | Chemistry-II | | 3 | |

6th Semester 18 credit Hours

| Code | Course | | Cr. Hrs | |
|------|-----------------------------------|-----------------|-------------------------------------|---|
| 6461 | Educational Research & Statistics | | 3 | |
| 6435 | Foundation of Science Education | | 3 | |
| 6443 | Physics-III | Cluster-A (M-3) | Select any one cluster/ two courses | 3 |
| 6448 | Mathematics-III | | | 3 |
| 6453 | Biology-III | Cluster-B (M-3) | | 3 |
| 6458 | Chemistry-III | | | 3 |
| 6444 | Physics-IV | Cluster-A (M-4) | Select any one cluster/ two courses | 3 |
| 6449 | Mathematics-IV | | | 3 |
| 6454 | Biology-IV | Cluster-B (M-4) | | 3 |
| 6459 | Chemistry-IV | | | 3 |

KEY: M1C3=Major 1 Content 3, M2C3= Major 2 Content 3, M1C4= Major 1 Content 4, M2C4=Major 2 Content 4
(These are content courses from two major areas of science subjects).

7th Semester 18 credit Hours

| Code | Course | | Cr. Hrs | |
|------|--|-----------|--|---|
| 6445 | Teaching of Physics | Cluster A | Select any one cluster/2 courses according to already opted. | 3 |
| 6450 | Teaching of Math | | | 3 |
| 6455 | Teaching of Biology | Cluster B | | 3 |
| 6460 | Teaching of Chemistry | | | 3 |
| 6437 | Teaching Strategies in Science Education | | 3 | |
| 6438 | Laboratory Organization, Management and Safety Methods | | 3 | |
| 6436 | Assessment in Science Education | | 3 | |
| 8681 | Research Project (Science Education) Professional | | 3 | |

8th Semester 18 credit Hours

| Code | Course | | Cr. Hrs |
|------|---------------------------------|--|---------|
| 6439 | Use of ICT in Science Education | | 3 |
| 8656 | Future Challenges in Education | | 3 |

| | | |
|------------------|--|---|
| 8682 | Long Term Internship / Teaching Practice | 6 |
| Cluster-A | | |
| 8671 | Physics-V | 3 |
| 8674 | Mathematics-V | 3 |
| Cluster-B | | |
| 8673 | Biology-V | 3 |
| 8672 | Chemistry-V | 3 |

For any Academic Assistance:

Science Education

Mr. Arshad Mehmood Qamar

Lecturer, Science Education Department

Ph: 051-9057168

Department/Contacts for Information:

Early Childhood Education & Elementary Teacher Education

Prof. Dr. Fazal-ul-Rahman

Chairman

Ph: 051-9250167

PA to Chairman: Ph:051-9057718

Secondary Teacher Education

Dr. Naveed Sultana

Chairperson

Ph: 051-9057705

Email: naveed.sultana@aiou.edu.pk

Science Education

Prof. Dr. Nasir Mahmood

Chairman

Ph: 051-9057719

051-9057854

Special Education

Dr. Tanzila Nabil

Chairperson

Ph: 051-9057853

Email: spedu@aiou.edu.pk

Distance, Non-Formal & Continuing Education (DNFCE)

Dr. Muhammad Ajmal

Chairman

Ph: 051-9057707

Email: drajmal@aiou.edu.pk

Educational Planning Policy Studies and Leadership

Dr. Afshan Huma

Incharge,

Ph: 051-9057714

B.Ed (4 YEARS)

Specialization: School Leadership and Management (SLM)
Duration: Minimum 4 Years
 (8-semesters- aligned with ADE)
Total Credit Hours: 144 (72ADE +72)
 Credit Hours
 (72 credit hours ADE)

Offered to International/Overseas Yes

Eligibility Criteria for Admission:

1. FA/FSC/A Level with minimum 2nd division.
2. (International students and students with A-Level must submit equivalence by IBCC)

Medium of instruction: English /Urdu

Pass Marks (Assignment /Exams): 50 %

Introduction:

Our mission is to promote the development of highly qualified and efficient teaching professionals who are prepared to contribute to the social, cultural, and educational development of society. B.Ed (4 years with Specialization School Leadership and Management) program is a composite program blending Core Courses, Foundation Courses, Professional Courses and Specialization Courses. B.Ed-SLM not only provides a direction to general teacher education but will also provide chance to those who intend to opt for leadership and management positions at school level. It requires extraordinary knowledge, commitment, and skills to become effective leaders in education. The prospective teachers after completing this course work and its practical components will learn to teach, lead, manage and supervise schools. It will enable the learner's/future leaders to apply their knowledge and skills in real classroom and school situations more effectively. The teacher trained through this

program will be able to teach, plan and manage school upto Higher Secondary Level.

SEMESTER-WISE BREAKUP OF THE PROGRAM

1st Semester 18 Credit Hours

| Sr. No. | Code | Course | Cr. Hrs |
|---------|------|--|---------|
| 1 | 5404 | English Compulsory-I (Core) | 3 |
| 2 | 5403 | Basics of Information & Communication Technology | 3 |
| | 5436 | Islamic Studies OR | 3 |
| 3 | 5437 | Ethics | 3 |
| 4 | 5438 | Pakistan Studies | 3 |
| 5 | 6400 | General Methods of Teaching | 3 |
| 6 | 6416 | Urdu | 3 |

2nd Semester

| Sr. No. | Code | Course | Cr. Hrs |
|---------|------|-----------------------------------|---------|
| 1 | 6401 | General Math and Statistics | 3 |
| 2 | 6402 | Educational Psychology & Guidance | 3 |
| 3 | 6403 | Classroom Management | 3 |
| 4 | 5411 | English Compulsory-II (Core) | 3 |
| 5 | 1655 | Teaching of English | 3 |
| 6 | 1659 | Teaching of Urdu | 3 |

3rd Semester

| Sr. No. | Code | Course | Cr. Hrs |
|---------|------|---|---------|
| 1 | 6404 | General Science | 3 |
| 2 | 6405 | Education in Pakistan | 3 |
| 3 | 6406 | Curriculum Development | 3 |
| 4 | 6407 | Classroom Assessment | 3 |
| 5 | 6408 | Teaching of Islamic Studies & Pak Studies | 3 |
| 6 | 6409 | Teaching of Math | 3 |

4th Semester

| Sr. No. | Code | Course | Cr. Hrs |
|---------|------|-------------------------------------|---------|
| 1 | 6410 | Arts Craft & Calligraphy | 3 |
| 2 | 6411 | Foundations of Education | 3 |
| 3 | 6412 | School Society & Teacher | 3 |
| 4 | 6413 | Introduction to Inclusive Education | 3 |
| 5 | 6414 | Teaching of General Science | 3 |
| 6 | 6415 | Short term Teaching Practice | 3 |

5th Semester

| Sr. No. | Course | Cr. Hrs |
|---------|---|---------|
| 1 | Basics of Technical English | 3 |
| 2 | Comparative Education | 3 |
| 3 | School Administration and Supervision | 3 |
| 4 | School Leadership | 3 |
| 5 | Management Strategies in Educational Institutions | 3 |
| 6 | Critical Thinking and Reflective Practices | 3 |

6th Semester

| Sr. No. | Course | Cr. Hrs |
|---------|--------------------------------------|---------|
| 1 | Educational Policy Planning | 3 |
| 2 | Economics and Financing of Education | 3 |
| 3 | Educational Research and Statistics | 3 |
| 4 | Educational Planning and Management | 3 |
| 5 | Organizational Leadership | 3 |
| 6 | Curriculum Development | 3 |

Semester-7 (Select any two from first FOUR courses, courses at serial No.3 to 6 are compulsory)

- i. *Financial Management in Education*
- ii. *Educational Human Resource Management*
- iii. *Institutional Facilities Management*

- iv. *Instructional Supervision*
3. Educational Laws and Procedures
4. School Community Relations
5. Quality Educational Management
6. Research Project

Semester-8

1. ICT in School Management
2. Governance in Education
3. Teaching practice/ Internship

Workshop/Classes:

Students are required to attend 15 hours online workshop for each 3 Credit Hours course.

Assessment:

Each course has continuous assessment via written assignments. Final exam is conducted at the end of semester for each course. Examination Centers are allotted by the university.

Teaching Practice:

All the students enrolled in this program are required to complete the teaching practice/s (to be completed in field/schools) components. The duration of teaching practices varies from 2 weeks(in 4th semester) to 8 weeks (in 8th semester). The students are required to attend mandatory workshops organized online for these courses to join teaching practice/practicum.

Fee structure: *As approved by the University for B.Ed (4-Years) program*

Registration Fee: (At the time of 1st admission) US\$:50
Admission Fee:(At the time of 1st admission) US\$:50
Per 3 Credit Hours Fee: US\$:150 (US\$:150 ×6) = US\$:900

First Semester Fee: US\$1000

Teaching Practice-I Fee: US\$100 Per one credit Hour
Teaching Practice-II Fee: US\$:100 Per one credit Hour
Research Project Fee: US\$:100 Per one credit Hour

Contact Person:

Mr. Hamid Ali Nadeem
Lecturer/Program Coordinator
Department of EPPSL
Email: hamid.ali@aiou.edu.pk
Ph: 051-9057709, 9057717

B.Ed (4 YEARS) Secondary Teacher Education

| | |
|--|------------------------------------|
| Specialization: | Secondary Teacher Education |
| Duration: | 4 Years (8 –Semesters) |
| Semester Duration: | 16-18 weeks |
| Course Load per Semester: | 18 credit Hours |
| Total Credit Hours: | 144 Credit Hours |
| Medium of instruction: | English /Urdu |
| Delivery Mode: | Online |
| Pass Marks (Assignment /Exams): | 50 % |
| Offered to International/Overseas | Yes |

Introduction

BEd (4 Years) programme focus on education and training of prospective teachers which grows out of a profound belief in the transformative power of education. Our mission is to promote the development of highly qualified and efficient teaching professionals who are prepared to creatively contribute to the social, cultural, and educational development of a globally oriented, pluralistic, and diverse society. B.Ed (4 Years) programme will be a composite

programme blending Core Courses, Foundation Courses, Professional Courses, and Specialization Courses. The teacher trained through new programme will be able to teach at Secondary and Higher Secondary Levels and will be an equivalent of the existing master's degree.

Following are the objectives of this programme:

1. To equip the prospective teachers with adequate knowledge of subject matter, contemporary pedagogy techniques, communication skills, critical thinking, and dispositions to be an elementary school teacher.
2. To develop creative aptitude and research mindedness to the prospective teachers.
3. To improve the linguistic skills of the prospective teachers.
4. To strengthen the ideological perspectives of the students adequately and properly.

Prospective Students/Career:

This programme is designed for those prospective students who wish to join school as teachers. The programme will also cater for the existing elementary school teachers as at present their promotion is linked with ADE and BEd (4 Years) degree. Thus this programme will open up new windows for the promotion of school teachers.

Eligibility Criteria:

For Secondary Teacher Education:

- Intermediate/A levels or equivalent with at least 45% marks or minimum 2nd Division.
- (International students and students with A-Level must submit equivalence by IBCC.

1st Semester 18 Credit Hours

| Sr. No. | Code | Course | Cr. Hrs |
|---------|-------|--|---------|
| 1 | 5404 | English Compulsory-I | 3 |
| 2 | 5436/ | Islamic Studies OR | 3 |
| 3 | 5437 | Ethics (for Non-Muslims student only) | 3 |
| 4 | 5438 | Pakistan Studies | 3 |
| 5 | 6400 | General Methods of Teaching | 3 |
| 6 | 6416 | Urdu | 3 |
| 7 | 5403 | Basics of Information & Communication Technology | 3 |

2nd Semester 18 Credit Hours

| Sr. No. | Code | Course | Cr. Hrs |
|---------|------|-------------------------------------|---------|
| 1 | 5411 | English Compulsory-II | 3 |
| 2 | 6401 | General Math and Statistics | 3 |
| 3 | 6402 | Educational Psychology and Guidance | 3 |
| 4 | 6403 | Classroom Management | 3 |
| 5 | 1659 | Teaching of Urdu | 3 |
| 6 | 1655 | Teaching of English | 3 |

3rd Semester 18 Credit Hours

| Sr. No. | Code | Course | Cr. Hrs |
|---------|------|--|---------|
| 1 | 6404 | General Science | 3 |
| 2 | 6405 | Education in Pakistan | 3 |
| 3 | 6406 | Curriculum Development | 3 |
| 4 | 6407 | Classroom Assessment | 3 |
| 5 | 6408 | Teaching of Islamic Studies & Pakistan Studies | 3 |
| 6 | 6409 | Teaching of Mathematics | 3 |

4th Semester 18 Credit Hours

| Sr. No. | Code | Course | Cr. Hrs |
|---------|------|-------------------------------------|---------|
| 1 | 6410 | Arts Craft & Calligraphy | 3 |
| 2 | 6411 | Foundation in Education | 3 |
| 3 | 6412 | School, Society and Teacher | 3 |
| 4 | 6413 | Introduction to Inclusive Education | 3 |
| 5 | 6414 | Teaching of General Science | 3 |
| 6 | 6415 | Short Term Teaching Practice | 3 |

Note: In fifth semester specialized courses are offered. Student should select their courses carefully.

5th Semester 18 Credit Hours

| Sr. No. | Code | Course | Cr. Hrs |
|---------|------|---|---------|
| 1 | 6465 | English III (Basics of Technical English) | 3 |
| 2 | | MIC1 | 3 |
| 3 | | M2C1 | 3 |
| 4 | | MIC2 | 3 |
| 5 | | M2C2 | 3 |
| 6 | 6466 | Comparative Education | 3 |

KEY: M1C1 = Major 1 Content 1, M2C1 = Major 2 Content 1
These are content courses of two major areas of science or arts

6th Semester 18 Credit Hours

| Sr. No. | Code | Course | Cr. Hrs |
|---------|------|-----------------------------------|---------|
| 1 | 8653 | Adolescent Psychology | 3 |
| 2 | 6461 | Educational Research & Statistics | 3 |
| 3 | | M1C3 | 3 |
| 4 | | M2C3 | 3 |
| 5 | | M1C4 | 3 |
| 6 | | M2C4 | 3 |

**KEY: M1C3=Major 1 Content 3, M2C3 =Major 2 Content 3
M1C4=Major 1 Content 4, M2C4 =Major 2 Content 4
These are content courses from two major area of either science or arts**

7th Semester 18 Credit Hours

| Sr. No. | Code | Course | Cr. Hrs |
|---------|------|---|---------|
| 1 | | Pedagogy I (Related to major 1 from the given list) | 3 |
| 2 | | Pedagogy II (Related to major 2 from the given list) | 3 |
| 3 | 8655 | Curriculum and Instructions | 3 |
| 4 | 6467 | Educational Management and Leadership | 3 |
| 5 | 8654 | Teaching and Learning Strategies | 3 |
| 6 | 8657 | Research Project | 3 |

8th Semester 18-Credit Hours

| Code | Course | Credit hours |
|------|--|--------------|
| 8656 | Future Challenges in Education (Faculty Foundation Course) | 3 |
| 6462 | Test Development and Evaluation | 3 |
| 8658 | Long Term Internship/Teaching Practice | 12 |

Note:

- The candidates of 5th semester may select any two majors from the clusters given below. First selected cluster will be considered M1 and second will be M2.
- The candidates of 6th semester will select C3 and C4 of the two majors already selected in 5th Semester.
- The pedagogy courses of the same two majors selected in semester 5 will be taken in semester 7 as Pedagogy I and Pedagogy II.

Cluster 1 Major (M)

| Islamic Studies | | |
|-----------------|--------------------------------------|---------------------------|
| C1: Code 8667 | Islamiat -I | To be taken in Semester 5 |
| C2: Code 8669 | Seerat e Tayyaba-I | |
| C3: Code 8668 | Islamiat-II | To be taken in Semester 6 |
| C4: Code 8670 | Serat e Tayyaba-II | |
| Pedagogy 6497 | Pedagogy Teaching of Islamic Studies | To be taken in Semester 7 |

Clusters 2 Major (M)

| Pak Studies | | |
|---------------|-------------------------------------|---------------------------|
| C1: Code 8663 | Geography of Pakistan - I | To be taken in semester 5 |
| C2: Code 8664 | Geography of Pakistan - II | |
| C3: Code 8665 | Ideological Foundations of Pakistan | To be taken in semester 6 |
| C4: Code 8666 | Foreign Policy of Pakistan- I | |
| Pedagogy 8640 | Teaching of Pakistan Studies | To be taken in Semester 7 |

Cluster 3 Major (M)

| Urdu | | |
|---------------|---------------------------|---------------------------|
| C1: Code 8659 | Urdu – I | To be taken in semester 5 |
| C2: Code 8660 | Pakistani Adab – I | |
| C3: Code 8661 | Tareekh-e-Adabe Urdu – I | To be taken in semester 6 |
| C4: Code 8662 | Tareekh-e-Adabe Urdu – II | |
| Pedagogy 8639 | Tadreesat-e-Urdu | To be taken in Semester 7 |

For any Academic Assistance:

Secondary Teacher Education
Dr. Sidra Rizwan
Lecturer, STED
Ph: 051-9057699

B.Ed (4 YEAR) PROGRAMME

Specialization:

Elementary Teacher Education

Duration: 4-Year (8-Semesters)

Semester Duration: 16-18 Weeks

Course Load per Semester: 18-Credit/Hours

Total Credit Hours: 144 Credit Hours

Medium of Instruction: English/Urdu

Delivery Mode: Online

Offered to International/Overseas Yes

Passing Marks

(Assignment/Exam) 50%

Entry Qualification: Intermediate or Equivalence
(45 % marks)

Introduction:

BEd (4 years) programme focuses on education and training of prospective teachers which grows out of a profound belief in the transformative power of education. Our mission is to promote the development of highly qualified and efficient teaching professionals who are prepared to creatively contribute to the social, cultural, and educational development of a globally oriented, pluralistic, and diverse society. BEd (4 year) programme will be a composite programme blending Core Courses, Foundation Courses, Professional Courses, and Specialization Courses. The teacher trained through new programme will be able to teach at Secondary and Higher Secondary Levels and will be an equivalent of the existing master's degree.

Following are the objectives of this programme:

1. To equip the prospective teachers with adequate knowledge of subject matter, contemporary pedagogy techniques, communication skills, critical thinking, and dispositions to be an elementary school teacher.
2. To develop creative aptitude and research mindedness to the prospective teachers.
3. To improve the linguistic skills of the prospective teachers.
4. To strengthen the ideological perspectives of the students adequately and properly.

Prospective Students/Career:

This programme is designed for those prospective students who wish to join elementary school as teachers. The programme will also cater for the existing elementary school teachers as at present their promotion is linked with ADE and BEd(4 year) degree. Thus this programme will open up new windows for the promotion of elementary school teachers.

Semester-Wise Breakup of Scheme of Studies

| 1st Semester | | 18 credit Hours | |
|--------------------------------|---|------------------------|---------|
| S.# | Courses | Code | Cr. Hrs |
| 1 | English Compulsory-1 (Core) | 5404 | 03 |
| 2 | Islamic Studies/Ethics | 5436/5437 | 03 |
| 3 | Pakistan Studies | 5438 | 03 |
| 4 | General Methods of Teaching | 6400 | 03 |
| 5 | Urdu | 6416 | 03 |
| 6 | Basic of Information and Communication Technology | 5403 | 03 |

| 2nd Semester | | 18 credit Hours | |
|--------------------------------|-------------------------------------|------------------------|---------|
| S.# | Courses | Code | Cr. Hrs |
| 1 | English Compulsory-II (Core) | 5411 | 03 |
| 2 | General Maths and Statistics | 6401 | 03 |
| 3 | Educational Psychology and Guidance | 6402 | 03 |
| 4 | Class room Management | 6403 | 03 |
| 5 | Teaching of Urdu | 1659 | 03 |
| 6 | Teaching of English | 1655 | 03 |

| 3rd Semester | | 18 Credit Hours | |
|--------------------------------|--|------------------------|---------|
| S.# | Courses | Code | Cr. Hrs |
| 1 | General Science | 6404 | 03 |
| 2 | Education in Pakistan | 6405 | 03 |
| 3 | Curriculum Development | 6406 | 03 |
| 4 | Classroom Assessment | 6407 | 03 |
| 5 | Teaching of Islamic Studies and Pakistan Studies | 6408 | 03 |
| 6 | Teaching of Mathematics | 6409 | 03 |

4th Semester 18 Credit Hours

| S.# | Courses | Code | Cr. Hrs |
|-----|-------------------------------------|------|---------|
| 1 | Arts Craft and Calligraphy | 6410 | 03 |
| 2 | Foundation of Education | 6411 | 03 |
| 3 | School Society and Teacher | 6412 | 03 |
| 4 | Introduction to Inclusive Education | 6413 | 03 |
| 5 | Teaching of General Science | 6414 | 03 |
| 6 | Short Term Teaching Practice | 6415 | 03 |

5th Semester 18 credit Hours

| Courses | Code | Cr. Hrs |
|----------------------------|------|---------|
| Basic of Technical English | 6465 | 3 |
| Comparative education | 6466 | 3 |

Select any two Clusters from following four Clusters

| | | | |
|-----------|-------------------------------------|------|---|
| Cluster-1 | English-I (Content Major) | 6468 | 3 |
| | English-II (Content Major) | 6469 | 3 |
| Cluster-2 | Islamic Studies-I (Content Major) | 6473 | 3 |
| | Islamic Studies-II (Content Major) | 6474 | 3 |
| Cluster-3 | Urdu-I (Content Major) | 6478 | 3 |
| | Urdu-II (Content Major) | 6479 | 3 |
| Cluster-4 | Pakistan Studies-I (Content Major) | 6488 | 3 |
| | Pakistan Studies-II (Content Major) | 6489 | 3 |

6th Semester 18 credit Hours

| Courses | Code | Cr. Hrs |
|-------------------------------------|------|---------|
| Perspective of Elementary Education | 625 | 3 |
| Educational Research and Statistics | 6461 | 3 |

Select any two Clusters from following four Clusters based on semester 5 content courses studied.

| | | | |
|-----------|--------------------------------------|------|---|
| Cluster-1 | English-III (Content Major) | 6470 | 3 |
| | English-IV (Content Major) | 6471 | 3 |
| Cluster-2 | Islamic Studies-III (Content Major) | 6475 | 3 |
| | Islamic Studies-II (Content Major) | 6476 | 3 |
| Cluster-3 | Urdu-III (Content Major) | 6480 | 3 |
| | Urdu-IV (Content Major) | 6481 | 3 |
| Cluster-4 | Pakistan Studies-III (Content Major) | 6490 | 3 |
| | Pakistan Studies-IV (Content Major) | 6491 | 3 |

7th Semester 18 credit Hours

| S.# | Courses | Code | Cr. Hrs |
|-----|--|------|---------|
| 1 | Pedagogy: Teaching of English | 6493 | 03 |
| 2 | Pedagogy: Teaching of Urdu | 6494 | 03 |
| 3 | Pedagogy: Teaching of Pakistan Studies | 6495 | 03 |
| 4 | Pedagogy: Teaching of Islamic Studies | 6497 | 03 |

On the basis of selected clusters in semester 5 and 6, opt any two courses from the above 4 pedagogy courses

| | | | |
|---|--|------|----|
| 3 | Critical Thinking and Reflective Practices | 8611 | 03 |
| 4 | Child Development | 1651 | 03 |
| 5 | Teaching Strategies at Elementary level | 623 | 03 |
| 6 | Research Project | 6464 | 03 |

8th Semester 18 credit Hours

| S.# | Courses | Code | Cr. Hrs |
|-----|---------------------------------|------|---------|
| 1 | Elementary School Management | 622 | 03 |
| 2 | Test Development and Evaluation | 6462 | 03 |
| 3 | Long Term Internship | 6463 | 12 |

For the Students 3 Years ADE Based

| | | | |
|--|--|------|----|
| | Critical Thinking & Reflective Practices | 8611 | 03 |
| | Test Development & Evaluation | 6462 | 03 |
| | Perspective of Education | 512 | 03 |
| | Comparative Education | 6466 | 03 |
| | Foundation of Education | 6415 | 03 |

Note: Courses will be offered as per availability. The existing course/s will be adopted/adapted as per requirement. The department may change the sequence of the course/s offering as per availability of course/s.

For any academic assistance:

Dr. Muhammad Sami Ullah (Assistant Professor)
ECE & ETED, Ph: 051-9057851

Fee Structure BEd (4 years)

Registration Fee: (At the time of 1st admission) US\$:50
Admission Fee:(At the time of 1st admission) US\$:50
Per 3 Credit Hours Fee: US\$:150 (US\$:150 ×6) = US\$:900

First Semester Fee: US\$1000

Teaching Practice-I Fee: US\$100 Per one credit Hour
Teaching Practice-II Fee: US\$:100 Per one credit Hour
Research Project Fee: US\$:100 Per one credit Hour

GENERAL INFORMATION

- i. The certificates/degrees of AIOU are equivalent to any other recognized Board/University.
- ii. A course taken by any student cannot change during the semester. However, in real hardship cases, the change in courses will be allowed by Director Admission within fifteen days after deposit of prescribed fee.
- iii. The address of a student will not be changed during the semester.
- iv. Admission to courses for both the Spring and Autumn semesters are generally offered in the months of March and September, respectively, whereas, examinations commenced in November and May respectively. Admission schedule is announced on University website <https://aiou.edu.pk> during this period. The students are required to submit their online application for admission as per schedule.
- v. Fee cannot be refunded once paid for admission nor can it be adjusted for any other programme.
- vi. On payment of the registration fee, each student will be issued a registration number. The registration number must be quoted in all the future correspondence along with the roll number, course(s), code numbers and semester.
- vii. Rules and regulations framed, enhanced and changed from time to time by the authorities, bodies of the university will be effective as applicable. The student must abide by all such rules and regulations from the date of their implementation.
- viii. A student who fails in continuous assessment component is not eligible to reappear but will be allowed to re-register for the same course at its next offering semester by the university.
- ix. It would be responsibility of the student to remain in touch with the department regarding the selected programme.
- x. A student already admitted to a programme or a specialization of a programme shall not be allowed to transfer or to get admission to another programme unless he/she formally postpones it till the completion of the new programme or withdraws from the previous programme.
- xi. After completion of a programme successfully, a student has to apply to Controller of Examinations for issuance of certificate/degree as per guided process by the Directorate of International Collaboration & Exchange.
- xii. The university reserves the right to change contents of this prospectus without any prior notice as per university policy.
- xiii. Online admission forms incomplete in any respect will not be entertained and after closure of admissions students would be informed about the deficiency in clear terms with advice to request for refund of fee.
- xiv. Online admission form received without prescribed fee less fee or fee deposited after due date will not be considered.
- xv. In case of discrepancies in the name of student/ Father's name of the student or difference in name mentioned in his/her other educational certificates, the name on the Matric certificate of the student will be considered as correct name. The Examination Department shall also issue certificate/ degree on the said name.
- xvi. In case provision of forged documents for admission, not only the admission will be refused to the applicant but the fee deposited by him/her will also be forfeited. The university may proceed further in the matter.
- xvii. International students having international degree equivalent to SSC/HSSC degree are required to get it verified by the IBCC and provide the equivalence certificate to AIOU.

Availability of Learning Material

- i. Learning material can be downloaded from university website: www.aiou.edu.pk
- ii. All learning material would be available online for international/overseas students after the commencement of classes.
- iii. Student shall download the learning material and tally with the course codes for which he/she had been registered in the semester.
- iv. Students can get their learning material through AAGHI LMS portal.

Procedure for Fee Payment

International and Overseas Students will have to pay their fee Online as per Guided Procedure:

1. Go to olpay.aiou.edu.pk
2. Enter challan number and **click on "search"** button.
3. Check & tally your challan details with the generated challan then **click on "submit fee"** button.
4. Enter credit/debit card number, card holder name, expiry and CVV code (mentioned on back side of card).
5. **Click on "pay now"** button.
6. A successful payment notification will be appeared with an Order ID.
7. Write Order ID and Transaction Date on the space given below.

8. Save the Order ID in your record till confirmation of your admission.

REGULATIONS FOR REFUND OF ADMISSION FEE

- The students who have submitted their fees for Admission but do not wish to continue and have applied for refund of fee will be refunded after deduction @ 10% of total fee.
- The student who was not eligible but deposited fee for Admission, the fee shall be refunded after deduction @ 15% of total fee.
- The students who have deposited their fee in excess of due fee the total excess amount shall be refunded adjusted as the case may be.
- The Treasurer Department shall verify the fee of students and shall send the case to the audit for pre-audit.
- Cheque will be issued to the candidate by the campus payment section, Treasurer Department.
- Admission fee will be refunded/ adjusted maximum up to one year.
- Refund of Fee for all international and overseas students is subject to the University policy time to time.

GENERAL CONDITIONS FOR REFUND

1. The University must have received the fees in its bank account.
2. All refund requests must be submitted on the Fee Refund Application form. Deposit Slip, any other record of fee and ID Card copy must be attached to it.
3. All applications shall be addressed to the Treasurer and will be received directly in the Treasurer Department with full particulars. The Treasurer Department will get report from concerned Department and verify the amount from system as the case may be and will process the case accordingly.
4. The refund will be made after deduction of any recoverable amount.
5. The refund will be made to the same person or firm from whom the payment was received, though cross cheque.
6. If the University makes an offer on the basis of incorrect or incomplete information, misstatements, concealment of facts, fake certificates or use of any other unfair means by the applicant/ student, the admission will be cancelled, and refund will not be allowed. Department reserves the right to take disciplinary action also.
7. Any type of Processing Fee will not be refunded.
8. In the case of death or physical incapacity, the full refund will be made only in instances of severe unavoidable and incapacitating circumstances.
9. In case the students who are not allowed/granted admission to a program offered by the University due to less enrolment/non formation of viable group/ non-offering of courses, full fee will be refunded to them.

REFUND OF OTHER FEE

1. All kind of other fee including but not limited to Degree fee, Re-appear exams fee, change off name / father name, examiner registration fee, tutor registration fee, late assignment evaluation fee, analysis fee, rechecking of answer scripts fee, NOC fee, subject/group change fee, thesis evaluation fee, thesis extension fee, job fee, tender fee etc. will not be refunded. Only excess fee deposited will be refunded/ adjusted.
2. The extension in thesis fee in excess shall be refunded on approval of concerned Dean with certificate that fee was deposited in excess.
4. The amount deposited in University accounts by any person/firm (other than student), by mistake or in excess shall be refunded after verification of the amount deposited.

IMPORTANT TELEPHONE NUMBERS

| Sr. # | Name | Telephone Nos. |
|--|---|--|
| 1. | Director Admissions | 051-9057298 051-9250043 051-9250162 (Fax) |
| 2. | Controller of Examinations | 051-9057310 051-9057328 051-9250012 |
| 3. | Director Students Affairs | 051-9250174 |
| Directorate of International Collaboration & Exchange | | |
| 1. | Dr. Zahid Majeed Director email: Zahid_majeed@aiou.edu.pk | +92-51-9057294 |
| 2. | Sehrish Khan Assistant Director sehrish.khan@aiou.edu.pk | +92-51-9057811 |
| 3. | Mr. Muhammad Ajab Superintendent overseas@aiou.edu.pk | +92-51-9057165 +92-51-9250175 |