

# ADMISSION Autumn 2021

# AI<sup>○</sup>U

## MA/MSc Programmes

1. Master in Library & Information Sciences
2. MSc Sociology
3. MA History



Allama Iqbal Open University, Islamabad  
Directorate of International Collaboration & Exchange  
[www.aiou.edu.pk](http://www.aiou.edu.pk)

# **PROSPECTUS FOR INTERNATIONAL/OVERSEAS STUDENTS**

- 1. Master in Library & Information Sciences (MLIS)**
- 2. MSc Sociology**
- 3. MA History**

**FOR**

**SEMESTER: AUTUMN, 2021**



**Directorate of International Collaboration & Exchange**

**Allama Iqbal Open University Pakistan**

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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 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. 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. AIOU offers 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. After assessing the success of many degree programs in Pakistan, AIOU is successfully offering multiple degree programs for International/overseas students. AIOU values the presence of International/Overseas students and recognizes the important role they play in the life of AIOU. In recent years we have established cross institutional cooperation's with many countries across the globe. 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 support online by using their Learning Management system (LMS) portal.



Committed for your bright future!

**Prof. Dr. Zia-UI-Qayyum**  
Vice Chancellor, AIOU

**IMPORTANT ACTIVITIES TO BE REMEMBERED**

<b>Activity</b>	<b>Spring Semester</b>	<b>Autumn Semester</b>
Admissions	March – April	September – October
Study Period	June – October	December – April
Examinations	October – November	April – May
Result	January	July

# **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**

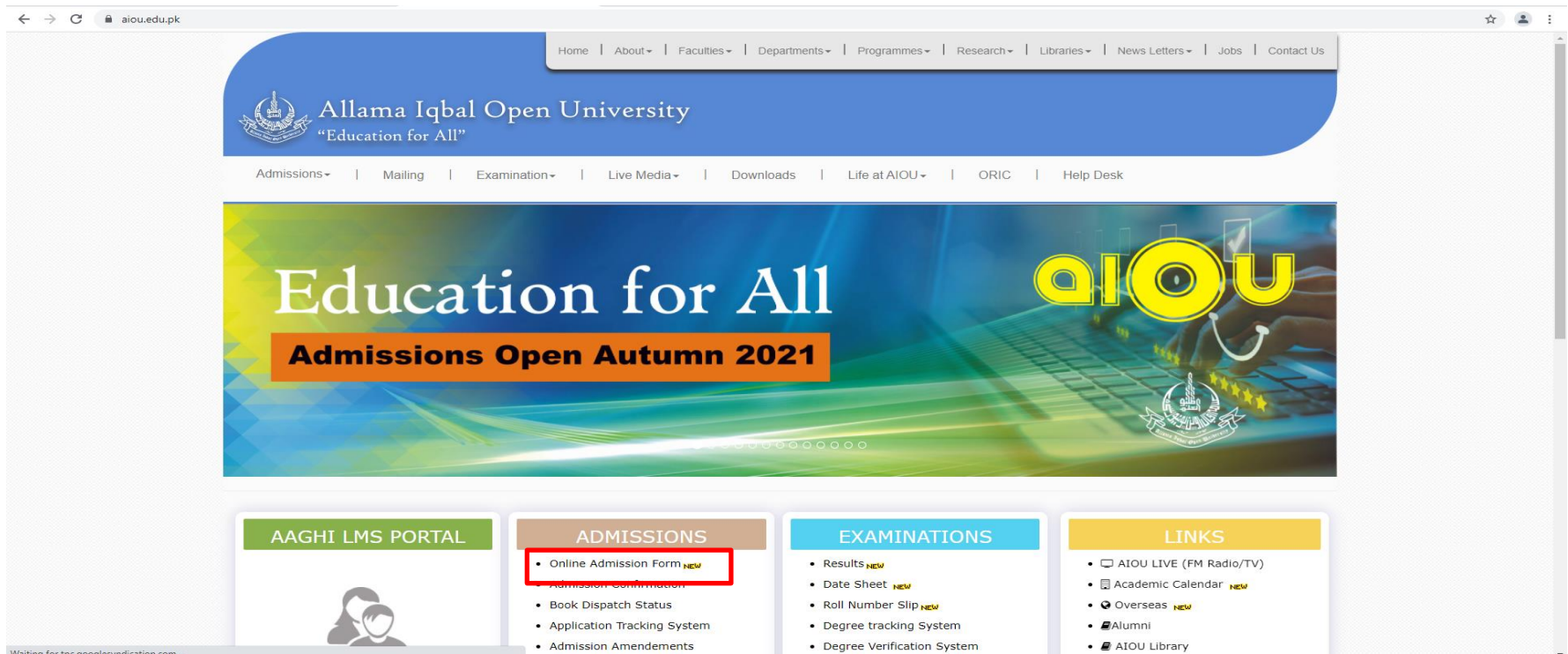
### **Fresh International/Overseas Students**

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](http://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](http://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.

AAGHI LMS PORTAL	ADMISSIONS	EXAMINATIONS	LINKS
	<ul style="list-style-type: none"><li>• <b>Online Admission Form</b> <small>NEW</small></li><li>• Admission Confirmation</li><li>• Book Dispatch Status</li><li>• Application Tracking System</li><li>• Admission Amendments</li></ul>	<ul style="list-style-type: none"><li>• Results <small>NEW</small></li><li>• Date Sheet <small>NEW</small></li><li>• Roll Number Slip <small>NEW</small></li><li>• Degree tracking System</li><li>• Degree Verification System</li></ul>	<ul style="list-style-type: none"><li>• AIOU LIVE (FM Radio/TV)</li><li>• Academic Calendar <small>NEW</small></li><li>• Overseas <small>NEW</small></li><li>• Alumni</li><li>• AIOU Library</li></ul>

- 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

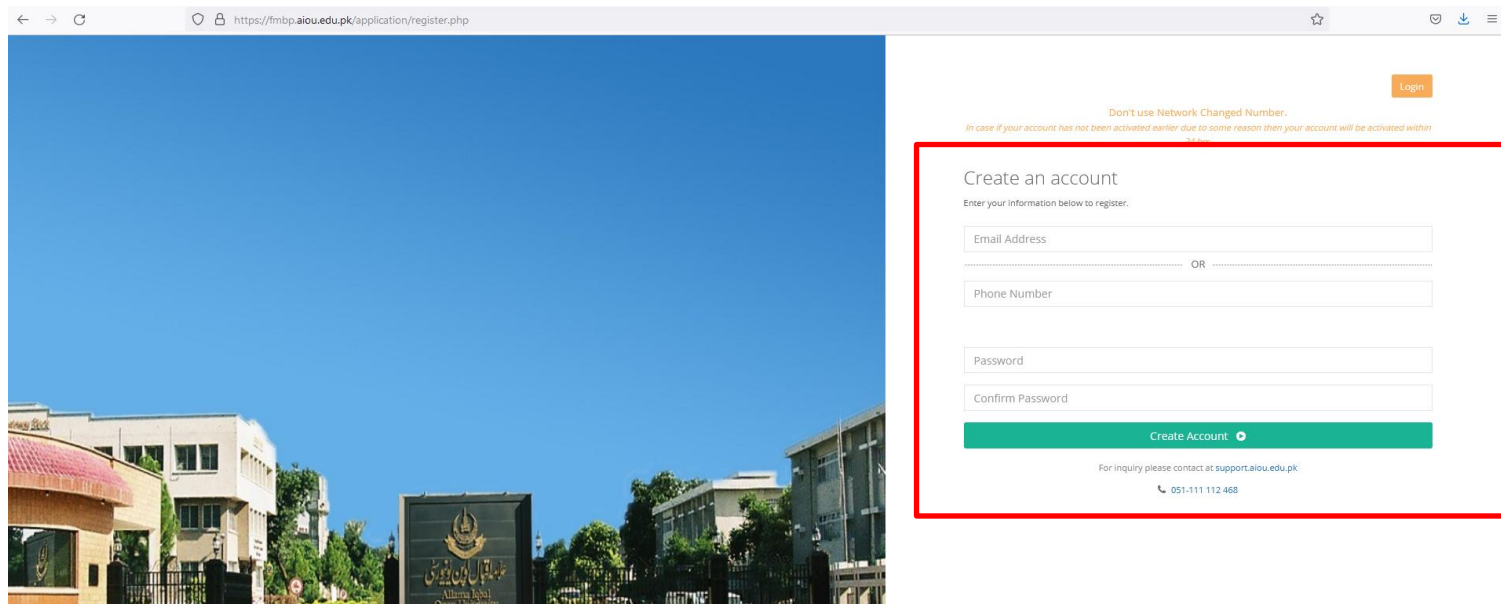
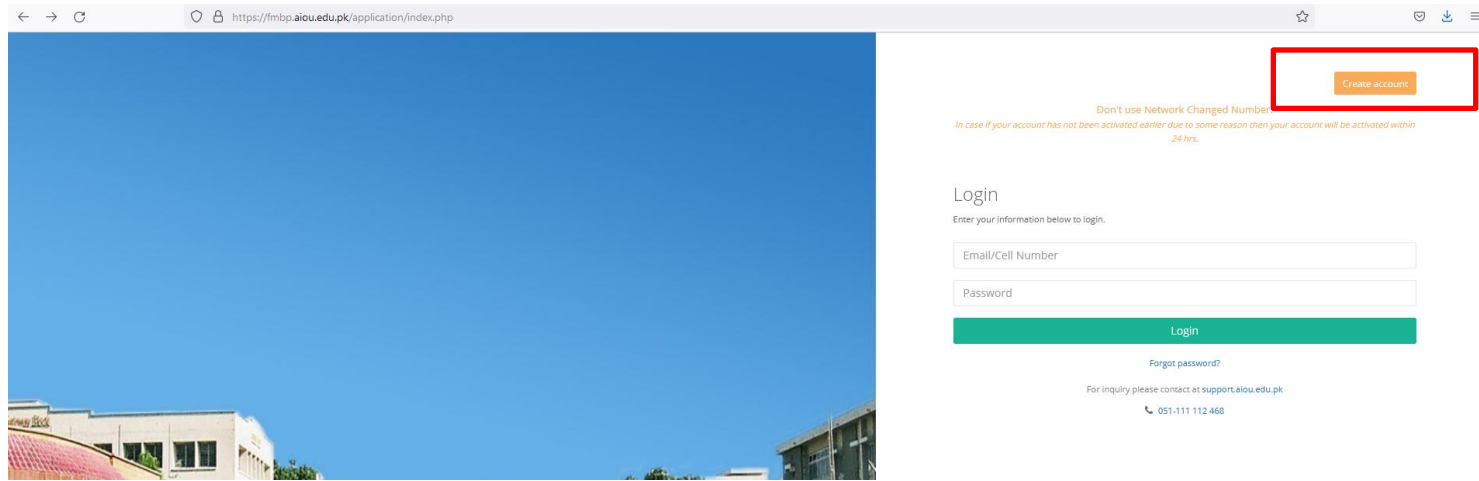
Copyright © 2020-21 @ AIOU | Allama Iqbal Open University, Sector H-8, Islamabad- 44000, Pakistan | AIOU Help Desk

- 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.**

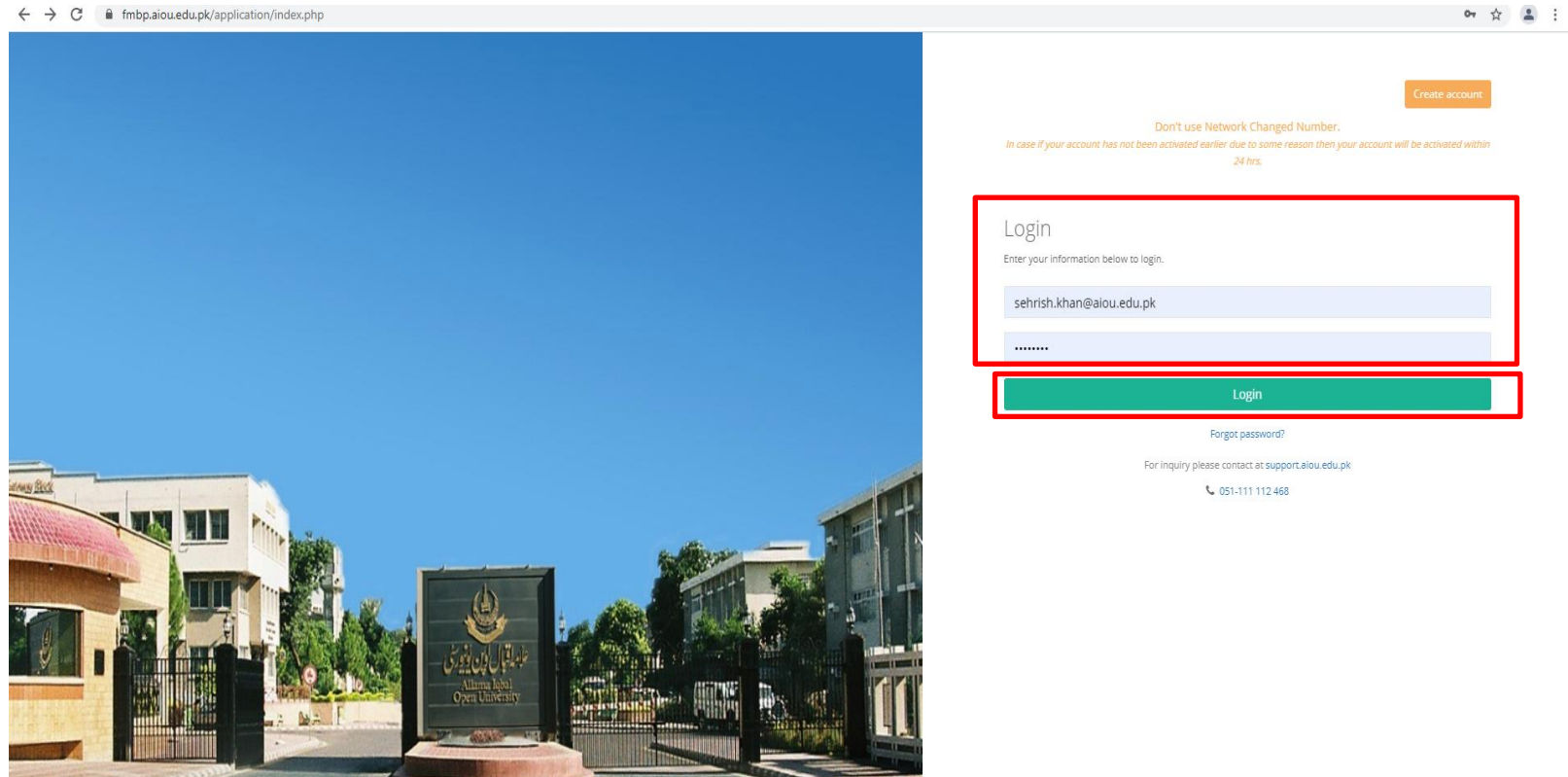
On clicking **Admission for Fresh Applicants**, you can view the window as shown in picture. Here you will have to create your account with your email (Phone number option is not available for international and overseas students).

- 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.

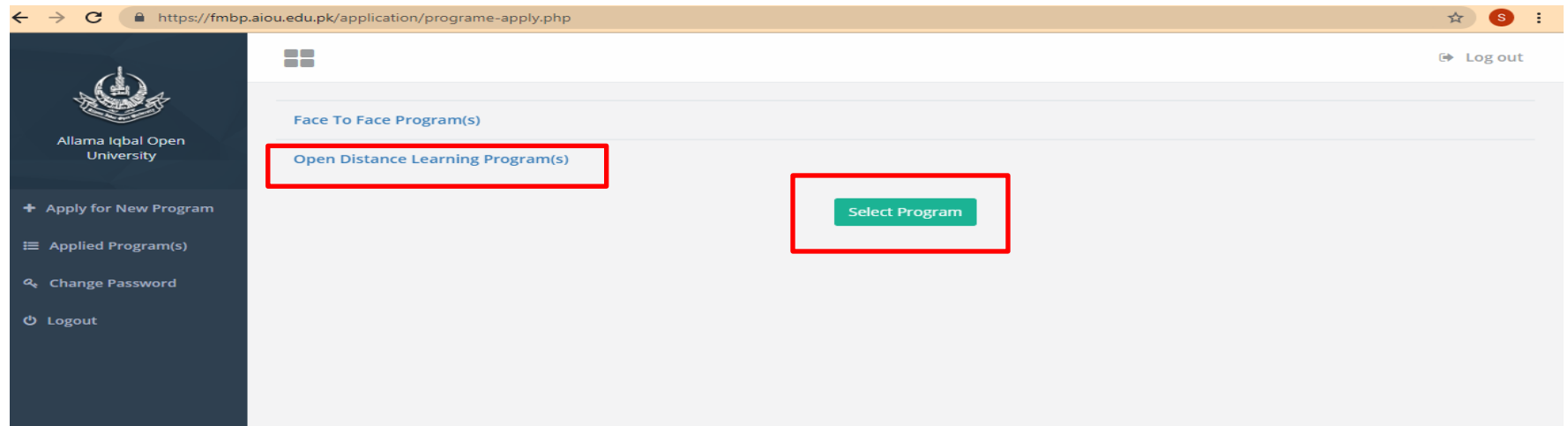
- On successful creation of your account with AIOU you will have to sign in with your [email and password](#) as per shown example:



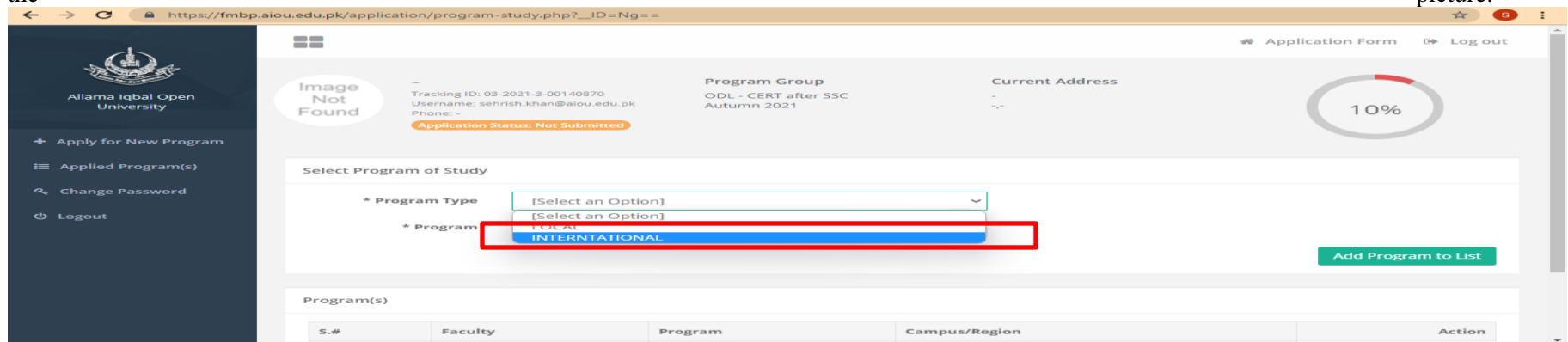
After Clicking the Login Button you will sign in to your University Account.

- 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 displays 'Face To Face Program(s)' and 'Open Distance Learning Program(s)'. A table lists six ODL programs with their respective sessions and deadlines. The fourth row, 'ODL - BED1.5', is selected with a radio button and highlighted by a red rectangle. A '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:

This screenshot is similar to the one above, but the fifth row, 'ODL - BA/BS/AD/BED4', is selected with a radio button and highlighted by a red rectangle. The 'Select Program' button remains at the bottom right.

	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 blank. 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  
[Prospectuses](#)  
[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 Allama Iqbal Open University logo, tracking ID (02-2021-3-00136670), username (sehrish.khan@aiou.edu.pk), and program group (QDL - BAKS/ADY/BED4 Autumn 2021). A progress indicator shows 20% completion. The 'Work Experience' table has 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:

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

051-111 112 468

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 and Africa. The aim of establishing AIOU was to provide affordable and accessible education through distance learning at the doorsteps to those people who could not continue their education journey through formal system of education. The University (AIOU) operates on semester system and admits students in Autumn and Spring semesters. Undergraduate admissions are offered in both the semesters where-as postgraduates are offered once a year. The university has established study centers across the country where distance education students are provided necessary guidance by their respective tutors. Moreover, the university has established full-time study centers wherein the students of MBA (IT), MBA (Banking and Finance), MBA (Marketing), MBA (HRM), BS (CS), MSc/BS Chemistry, MSc/BS Microbiology etc. are being provided instructions, guidance, and counselling through face-to-face education.

Apart from curricular and extra-curricular activities during the academic year, the AIOU and its regional centers 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 the research scholars, a science complex has been built where they use the latest equipment of international standard for experiments and research. To meet the present-day challenges, internet facility is also available in the student hostels and the Central Library where computers have

been provided to enable students to access latest information available through open-source databases.

The Directorate of International Collaboration & Exchange is offering programmes from Secondary School Level to the Masters' Degree Programmes to International and Overseas Students in diverse disciplines comprised of four faculties i.e Social Sciences & Humanities, Education, Science, Arabic & Islamic Studies. AIOU aims to enhance the coverage of quality higher education by providing opportunities to those who cannot attend universities because of inflexible timings, cost, or cultural barriers. AIOU is delivering online classes to its International/overseas students. AIOU runs web-based students, Learning Management System (LMS) namely AAGHI portal, accessible anywhere anytime to deal with academic tasks of its International/overseas students besides the National level students. LMS supports a live collaborative platform which adds value to online learning/online examinations of our International/overseas students through interactive virtual classrooms and virtual examinations.

### **Directorate of international Collaboration & Exchange**

Allama Iqbal Open University is one of the first few universities of the country that has a formal International Office setup to look after academic linkages and ties with International Universities.

Directorate of International Collaboration & Exchange is the first point of contact for International/overseas students which handles all international/overseas applications as well as provides support services for students at all AIOU regional campuses.

## **FACULTY OF SOCIAL SCIENCES AND HUMANITIES**

First established in 1981 with five departments, the Faculty of Social Sciences and Humanities has, over the years, flourished to become, by far, the largest Faculty of the University. It, today, consists of 14 departments offering masters programmes in major areas of Social Sciences and Humanities like, Business Administration, Economics, Mass Communication, Sociology, Urdu, Library & Information Sciences, History, Pakistan Studies and Teaching of English as a foreign Language (TEFL). Additionally, efforts are afoot to plan and launch post-graduate programmes in Pakistani Languages and Law. The Commonwealth-collaborated master's programmes in the areas of Business and Public Administration, which are specially tailored for the modern-day busy executives, were launched in Spring 2002 semester.

In tune with the government's policy of promoting and strengthening a culture of higher education and research in the country, the AIOU's Faculty of Social Sciences and Humanities has shown a lot of dynamism over the past few years. It has launched MPhil/PhD programmes in Iqbaliat, Urdu and Mass Communication and History while preparations are being made to launch MPhil Business Administration, Applied Linguistics.

The Faculty of Social Sciences & Humanities also offers several bachelors' level programmes in such professional areas like Bachelors in Library & Information Sciences (BLIS), BS-Business Administration, BS-Commerce and Mass communication. Tens of thousands of students comprising all demographic groups and, from all over the country, enroll, each year, in these bachelor's level programmes.

The Faculty has expanded vitally and its programmes have gained a high popularity as is clear from rapidly rising trend of enrolment during the past decade. During the period under report, the Faculty accorded high priority towards quality improvements and to modify its programmes in accordance with the current challenges of 21<sup>st</sup> century.

The Faculty proposed to launch Post-Graduate programmes in the disciplines of Political Science and International Relations, Psychology, Public Administration and Social Work.

## DEPARTMENT OF LIBRARY AND INFORMATION SCIENCES

### Introduction

Postgraduate library education in Pakistan started in 1956 by the University of Karachi. In the mid-eighties there were six library science departments all over the country. But they were not producing the required number of trained professional graduates as per demand. Moreover, the rate of technological change created by television, computer and other mass media was so stunning that many librarians had been unable to assess clearly its far-reaching effects on the sphere of their services and operation. Thus keeping in view the demand of professionals and mission of AIOU, the Department of Library and Information Sciences was established in 1985 within the Faculty of Social Sciences and Humanities to cope with this shortage and change. It contributes to meeting the professional requirements of the existing libraries and training skilled manpower scattered all over the country in accordance with the emerging need and trend.

### Master of Library and Information Sciences (MLIS)

#### Objectives

This programme intends to provide an opportunity to enhance the knowledge and skills as well as qualifications in the field of library and information sciences (LIS). It is designed to enhance the students' abilities to identify opportunities, make firm and clear-cut decisions, plan and control library functions. The programme seeks to promote a high degree of professionalism and a deep sense of integrity and social responsibility in students.

### Eligibility Criteria and Procedure of Admission

An applicant having bachelor's degree with any subject(s) in second division (at least 45% marks) from any HEC/Internationally recognized university is eligible to get admission. There is no age limit and merit determination. Interested candidates should visit the AIOU website <<https://aiou.edu.pk/>> for admission procedure.

### Pre-requisites from MLIS Students

An MLIS student must have a computer with internet connection to successfully complete this programme. Study guides and further study guidance along with unit-wise and other links to various online, free resources are available at LIS Department's website <<https://lis.aiou.edu.pk/>>.

The University will not send any hard copy material to students. Rather download study guides in soft form either from AIOU or LIS Department's website. Most updates are available at AIOU website <<https://aiou.edu.pk/>>. A student should willingly be hard working enough to get information and knowledge. Consult your AIOU-appointed tutors for technical and conceptual guidance. Take full benefit from your workshops. We are also providing guidance to students on daily basis via our Facebook page <LIS@AIOU official>; hence join this page as well.

### Scheme of Studies (MLIS)

#### Duration

The Duration of MLIS programme is four semesters, i.e. two years.

### Mode of Study

The MLIS program is offered in online mode to International / Overseas students as per AIOU policy. Visit AIOU website or contact your AIOU Region concerned or LIS Department for further information in this regard please contact on: [ice@aiou.edu.pk](mailto:ice@aiou.edu.pk)

### Courses

A student will have to complete 20 courses comprising 60 credit hours in four semesters.

### Assessment

Written examination = 70% weight  
Assignments = 30% weight

**Note:** *The AIOU has uniform criteria for grading, examination pass marks, etc.*

### 1<sup>st</sup> Semester

S. No.	Course Title	Course Code	Credit Hours
1	Foundation of Librarianship	5500	3
2	Introduction to Library and Information Sciences	5501	3
3	Information Sources and Services	5502	3
4	Classification: Theory and Practice	5503	3
5	Cataloguing: Theory and Practice	5504	3

### 2<sup>nd</sup> Semester

1	Collection Development	5505	3
2	Management of Libraries and Information Centres-I	5641	3
3	Management of Libraries and Information Centres-II	5642	3
4	Library Automation, Information Storage and Retrieval-I	5643	3
5	Library Automation, Information Storage and Retrieval-II	5644	3

### 3<sup>rd</sup> Semester

S. No.	Course Title	Course Code	Credit Hours
1	Resource Sharing and Networking-I	5645	3
2	Resource Sharing and Networking-II	5646	3
3	Advanced Technical Operations-I	5647	3
4	Advanced Technical Operations-II	5648	3
5	Research Methods & techniques for Librarians-I	5649	3
6	Research Methods & techniques for Librarians-II	5650	3

### 4<sup>th</sup> Semester

1	Public Records, Rare Material and Their Conservation-I	5651	3
2	Public Records, Rare Material and heir Conservation-II	5652	3
3	Management of Serial Publications-I	5653	3
4	Management of Serial Publications-II	5654	3

The university reserves the right to introduce changes, additions, withdrawal or restructuring of courses without any prior notice.

### Internship

All MA (LIS) students will undergo a 45 working days' unpaid internship training in a library of repute during or after their final semester. Visit LIS Department's website <<https://lis.aiou.edu.pk/>> for complete guidelines regarding internship procedure, internship application form, and degree requirements.

### Fee Tariff

Registration Fee: (once at the time of 1 <sup>st</sup> admission in University)	US\$ 50
Admission Fee:	US\$ 50
Per 3 credit hours course fee 100 US\$ (100×5)	US\$500
<b>Total fee for 1<sup>st</sup> Semester</b>	<b>US\$ 600</b>

### Medium of Instruction & Examination:

English/Urdu.

*Note: Candidates are advised to keep on watching websites of AIOU <<https://aiou.edu.pk/>> and LIS Department <<https://lis.aiou.edu.pk/>> for updates.*

### Faculty Members

#### 1. Dr. Pervaiz Ahmad

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#### 2. Dr. Muhammad Arif

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#### 3. Dr. Munazza Jabeen

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#### 4. Dr. Amjid Khan

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#### 5. Mr. Muhammad Jawwad

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## DEPARTMENT OF SOCIOLOGY

### Introduction

The department of Sociology, Social work and Population studies is a part of Faculty of Social Sciences and Humanities. It was established in 1985. The department offers MSc Sociology and various graduate and undergraduate level courses of Sociology, Anthropology, Population Studies, Community and Rural Development.

### Aims and Objectives

The major objectives are:

- To introduce the students with the recent and contemporary debates and frameworks for social analysis to enable them to understand, evaluate and compare arguments.
- To provide students an understanding of different social problems of society and highlight them for broader national interest.
- To prepare students for scholarly and applied research and for teaching in Sociology.

### MSC SOCIOLOGY PROGRAMME:

Keeping in view the rising demand for Sociology, both by public and private sectors, the department started MSc Sociology programme in 2001. The programme combines an emphasis on competence in social theory and research methods. Students are trained in several sub fields of sociology in which the faculty has concentrations of expertise. Among these are population dynamics, social Statistics, Gender Issues,

Development issue, Deviance etc. It is this broad perspective that has made sociology a unique and one of the most comprehensive academic disciplines.

### Objectives

The major objectives of the programme are:

To provide students historical understanding of the discipline through the study of various approaches and traditions of sociological theories

To introduce students to recent and contemporary debates and frameworks for social analysis to enable them to understand, evaluate and compare arguments

**Duration:** Two years or a minimum of four semesters.

### Eligibility to Apply

1. At least/Minimum, second division (45%) Bachelor's Degree
2. Term/Semester result cards will not be accepted (Without P.C's/ Degrees/ Certificates).

### Scheme of Studies:

#### 1<sup>st</sup> Semester

S.#	Code	Course Title	Cr. Hrs
1	4681	Introduction to Sociology: Culture and Society	3
2	4682	Sociological Theory-I	3
3	4683	Methods of Social Research: Research Process	3
4	4684	Population Studies	3
5	4685	(Theoretical background) Sociology of Gender Issues	3

**2nd Semester**

S.#	Code	Course Title	Cr. Hrs
1	4686	Introduction to Sociology: Social Change and Social Institutions	3
2	4687	Sociological Theory-II	3
3	4688	Methods of Social Research “Tools of Data Collection”	3
4	4689	Social Statistics	3
5	4690	Sociology of Gender Issues: Gender Dynamics	3

**3rd Semester**

1	4691	Sociology of Deviance: Theoretical Explanation	3
2	4692	Deviance, Social Control and Issue of Delinquency	3
3	4693	Sociology of Development: Meanings and Explanation	3
4	4694	Issues in Development	3
5	4695	Sociology of Child Rights & Child Development	3
6	4698	Population Dynamics	3

**4th Semester**

1	4696	Introduction to Social Works: Methods in Social Work	3
2	4697	Fields of Social Work	3
3	5639	Social Psychology-I	3
4	5640	Social Psychology-II	3
<b>OR</b>			
5	5561	Thesis · Synopsis · Thesis report Viva-Voce	12

**Thesis**

The students are given choice to opt either for course work or research work/Thesis in their last semester. They will be required to submit the research proposal for their thesis if opted. There will be an intensive workshop in the start of the semester for thesis. Research will be conducted under the supervision of research supervisor/advisor. After submission of thesis by the student and its evaluation by the external experts, the students will appear before a viva voce committee to defend their thesis online. University regulations pertaining to thesis are available with the department. The above order of the course offering may change as per university requirement.

**Medium of Instruction:**

Medium of instruction is English

**Instructional Methodology Assessment**

For each course, the registered student will be assessed as following:

**Assignments**

Assignments are those written exercises which student are required to complete while being at homes or places of work after having studied their required material prescribed in the study guide/reader. They are designed in a way to motivate the students in studying the required readings and enabling them to relate their reading with their own objective. For each 3 credit hours course, you will receive two assignments.

After completion, you will send these assignments to your tutors on LMS only within a time schedule for assessment and necessary guidance. The tutor is supposed to return the same after marking and providing necessary academic guidance. The successful completion of assignments will make you eligible to take final examination to be held at the end of the

semester. To qualify each assignment, you have to obtain minimum 40% marks.

### **Workshops:**

Workshops for the MSc Courses will be held online for all International / Overseas students.

### **Final Examination**

Final Examination (a three hours written online examination will take place at the end of the semester).

The two components contribute with ratio of 30:70 to the student's final course grade.

The requirements to qualify each component are given below:

- \* A minimum of 40% in each assignment.
- \* A minimum of 40% in the final written examination.
- \* An aggregate of 40% in both the components i.e. assignments and final examination.

To take final examination the student has to pass assignment component.

### **The grade will be determined as follow:**

<b>Percentage Marks</b>	<b>Letter Grade</b>
80 and above	A+
70-79	A
60-69	B
50-59	C
40-49	D

### **Fee Tariff (for MSc Sociology)**

Registration Fee: (at 1 <sup>st</sup> admission in University)	US\$ 50
Admission Fee: (at 1 <sup>st</sup> admission in Programme)	US\$ 50
Per 3 credit hours course fee US\$ 100 (100×5)=	US\$ 500
<b>Total fee for 1<sup>st</sup> Semester</b>	<b>US\$ 600</b>
Thesis Fee: (12 Credit Hours)	US\$ 400

### **Admission Procedure**

Candidates are required to submit their applications online as per guided method available in the starting pages of prospectus. After submission of online applications of applicants must pay their fee for first semester online along with attested copies of all education's certificates, marks sheet.

### **FACULTY MEMBERS**

1. **Mrs. Farhana Khattak**  
Incharge/Assistant Professor  
Ph: 051-9057806, 051-9250083
2. **Dr. Syed Imran Haider**  
Assistant Professor/Programme Coordinator  
MSc Sociology / PGD Criminology  
Ph: 051-9057807  
imran.haider@aiou.edu.pk
3. **Ms. Nasim Khan Mahsud**  
Lecturer/Programme Coordinator PGD Population & Development  
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## DEPARTMENT OF HISTORY

The Department of History had been part of the Department of Social Sciences and Humanities established in 1981. The Department of History started working as an independent department in 1995. MA History Programme was introduced first time in 1998. In 2009, the Department initiated the revision process to revise the whole Scheme of Studies. The Department is now offering MA History (Revised Scheme of Studies).

### MA HISTORY PROGRAMME:

#### Aims and Objectives

The aim of the department is to produce sensitized, educated

and trained graduates, with a balanced approach and world view who can serve the humanity without any racial, regional or intellectual biases.

#### Eligibility for Admission

Minimum qualification for admission in MA History Programme is second Division (45%) Bachelor's Degree. An eligible candidates are required to submit their applications online as per guided method available in the starting pages of prospectus. After submission of online applications of applicant must pay their fee for first semester online along with attested copies of all education's certificates, marks sheet.

#### Medium of Instruction

The medium of instruction and examination is preferably English. The assignments and final examination will be in English. However, the students have option to respond in either English or Urdu.

#### Scheme of Studies

A student has to fulfill the following requirements to obtain a degree in MA History:

1. MA History is a 60 credit Programme. Each course is of 3 credit hours. Courses of first two semesters are compulsory.

In the 3<sup>rd</sup> and 4<sup>th</sup> semester, the student has to choose five courses in each semester.

2. For MA History Degree, the student has to complete 60 credits/20 courses.
3. A course workshop of 3-4 days for each course will be organized online for all International / Overseas students. It is mandatory for the students to attend this course workshop.

#### 1<sup>st</sup> Semester – Compulsory Courses

S. No.	Course Code	Course Title	Credit Hours
1	5671	Research Methods	3
2	5672	Ancient Cultures and Civilization of India	3
3	5673	Muslims in India (712–1526)	3
4	5674	Early Islamic History (570–661)	3
5	5675	Constitutional Development and Muslim Response in India (1900–47)	3

#### 2<sup>nd</sup> Semester – Compulsory Courses

1	5676	Historical Research Methods	3
2	5677	Mughal Rule in India (1526–1707)	3
3	5678	Decline of Mughal Rule in India	3
4	5679	Historiography	3
5	5680	Rise of the British and Muslim Rule in India (1707–1858)	3

#### 3<sup>rd</sup> Semester – Elective Courses (Select any five courses)

1	5681	Pakistan and the World Affairs	3
2	5682	History of Punjab	3
3	5683	History of Pakistan–I (1947–71)	3
4	5684	History of Sindh	3

5	5685	British Administration and Constitutional Development in India (1858–1947)	3
6	5686	History of Saudi Arabia	3

#### 4<sup>th</sup> Semester – Elective Courses (Select any five courses)

1	5687	History of NWFP	3
2	5688	Afghanistan: A Synoptic History (1747–2006)	3
3	5689	History of Modern India (1947–2006)	3
4	5690	History of Pakistan-II (1971–2008)	3
5	5691	History of Balochistan	3
6	5692	Muslim Political Thought in India	3

#### Assessment System

1. The students are required to submit two assignments for each 3 credit hour course to his/her tutor on LMS only within the specified time according to the assignment schedule. Pass marks in assignment are 40.
2. The students have to appear in the final examination conducted online for each course. Passing marks in final examination are 40.
3. The students have to obtain an aggregate of 40 percent (assignment + final examination) in each course to be declared pass in each course.

A Summary of the Assessment System is provided below:

Assessment Component	Total Marks	Passing Marks	Weightage
Assignment-1	100	40	30%
Assignment-2	100	40	
Final Examination	100	40	70%
Aggregate Marks			100
Aggregate Passing Marks			40

#### Fee Structure:

Registration Fee: (at 1 <sup>st</sup> admission in University)	US\$ 50
Admission Fee: (at 1 <sup>st</sup> admission in Programme)	US\$ 50
Per 3 Credit Hours course fee: US\$ 100x 5=	US\$ 500
<b>Total fee for 1<sup>st</sup> Semester</b>	<b>US\$ 600</b>

#### Faculty Members:

(Student may contact for guidance):

1. **Prof. Dr. Samina Awan**  
Chairperson  
Ph: 051-9250073, 051-905782
2. **Dr. Kishwar Sultana**  
Associate Professor  
Ph: 051-9057837
3. **Dr. Abdul Basit Mujahid**  
Assistant Professor  
Ph: 051-9057822
4. **Dr. Kausar Parveen**  
Assistant Professor  
Ph: 051-9057825
5. **Ms. Sadia Aziz**  
Assistant Professor  
Ph: 051-9057472
6. **Ms. Fozia Umar**  
Lecturer,  
Ph: 051-9057686
7. **Dr. Muhammad Sajid Khan**  
Lecturer,  
Ph: 051-9057829
8. **Staff Office**  
Ph: 051-9250073, 905782

## **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](http://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](http://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 tec. 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.
  1. 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**

<b>Sr. #</b>	<b>Name</b>	<b>Telephone Nos.</b>
1.	Director Admissions	051-9057298 051-9250043 051-9250162 (Fax)
2.	Assistant Registrar (Mailing)	051-9057281-82 051-9250185, 051-9057611
3.	Controller of Examinations	051-9057310 051-9057328 051-9250012
4.	Director Students Affairs	051-9250174
5.	Dy. Registrar (Teachers Education)	051-9057428 051-9057299
<b>Directorate of International Collaboration &amp; Exchange</b>		
1.	Dr. Zahid Majeed Director zahid_majeed@aiou.edu.pk	+92-51-9057294
2.	Sehrish Khan Assistant Director sehrish.khan@aiou.edu.pk	+92-51-9057811
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