

**ALLAMA IQBAL OPEN UNIVERSITY**  
**PDP Road Map**  
**PHD SCHOLARSHIPS (OPEN COMPETITION)**

**1. BASIC ELIGIBILITY CRITERIA CHECK**

- a) Pakistani / AJK nationals
- b) Must have MS/ M.Phil. in relevant field for PhD scholarship.
- c) Must have first division (60% in annual examination system) or CGPA 3.0 out of 4.0 / 70% marks in the terminal degree.
- d) Maximum two second divisions and no third division throughout academic career.
- e) Maximum age on closing date of applications should not be more than 30 years.
- f) Must have obtained requisite qualification on or before closing date of applications.
- g) Those who are availing any other scholarship are not eligible to apply.
- h) Applicant must fulfill the admission requirements of the university to be enrolled.

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**2. SHORTLISTING PROCESS**

After assessing Basic Eligibility Criteria, following Shortlisting Process shall be adopted:

<b>Description</b>	<b>Maximum Score</b>	<b>Weightage</b>
Academic Qualification (As per Academic Evaluation Formula)	100	35%
GRE (Qualifying Score 60%)	As per standard	35%
Research Proposal (Qualifying Marks 60%)	50	10%
Panel Interview (Qualifying Marks 60%)	60	20%

**i. ACADEMIC QUALIFICATION**

Academic Qualification Assessment will be undertaken as per Academic Evaluation Formula prescribed below.

<b>Qualification</b>	<b>First Division</b>	<b>Second Division</b>
<b>SSC</b>	10	5
<b>HSSC</b>	10	5
<b>14 Years</b>	15	10
<b>16 Years</b>	25	15
<b>MS/ M.Phil.</b>	30	20
	<b>Gold Medal</b>	<b>Silver Medal</b>

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<b>Distinction</b>	10	5
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**II. GRE (GENERAL)**

- a. Valid GRE test result will be required to be submitted alongwith other documents once requested.
- b. GRE will be mandatory for all applicants competing for PhD Scholarships through Open Competition. Only Candidates qualify GRE shall be short listed / called for Panel Interview.
- c. A valid GRE result shall be acceptable, however, if the applicant wishes to improve his/her score, he / she can avail the chance.
- d. Qualifying score for GRE will be 60%.

**III. RESEARCH PROPOSAL**

- a. Submission of Research Proposal is Mandatory for all applicants shortlisted for Panel Interview against the categories of PhD Scholarships.
- b. The proposal shall be submitted at least two weeks before the Panel Interviews and shall be evaluated through ORIC from among the approved list of evaluators.

**IV. PANEL INTERVIEW**

- a. The University shall conduct a Panel Interview for qualified applicants against the categories of PhD Scholarships, after assessment of Qualifications, GRE, and Research Proposal.

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**3. RECOMMENDATION AND FINAL SELECTION OF APPLICANT**

- a. After interview in each category, USMC shall recommend three applicants in the order of merit against each slot (where available).
- b. Result of PhD Scholarships (Open Competition) shall be presented to the Executive Council for approval.
- c. All recommended applicants by USMC will appear before AIOU Selection Board for Job Interview.
- d. If the Selection Board does not recommend the candidate, then his scholarship will be quashed. But if the Selection Board recommends the candidate, then he/she will be issued a Provisional Offer Letter.

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- e. The applicant will be Offered Job in AIOU after resigning from the previous job and he / she will proceed for studies after fulfilling all pre-requisites.
- f. Such candidates will be offered EOL for Study Purpose and their job status will remain static till the completion of degree.
- g. On completion of degree, the candidate will join in the university and his /her service and benefits will be considered from the date of joining.
- h. The scholar will have to submit a bond to serve the university for a period as specified in the undertaking

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**4. PRE-REQUISITES TO PROCEED FOR SCHOLARSHIP**

- a. After issuance of the Provision Offer Letter, Securing the admission in Leicester University shall be the sole responsibility of the candidate. If the candidate is unable to secure his / her admission in stipulated time mentioned in Provisional Offer Letter, the offer shall be considered as cancelled and next applicant on merit shall be issued Provisional Offer Letter.
- b. Any additional requirement (Language Course etc.) to secure admission shall be the sole responsibility of the candidate and no funds shall be provided to the candidate in this respect by the AIOU.
- c. Selected applicants are required to execute the following documents (all) on the non-judicial stamp paper duly registered by vendor & notarized (each page) by Notary public and attested by relevant authorities like Govt Officer, Oath Commissioner etc. as described on each document.

**(1) Deed of Undertaking (Annex-I):**

- a) The Scholar is required to execute the Deed of Undertaking on the non-judicial stamp paper of worth corresponding to the value of agreement.
- b) The non-judicial paper must be \*registered.
- c) The Deed of undertaking must be signed by the scholar, guarantor and witnesses.
- d) The Deed of Undertaking must be registered by Joint/Sub Registrar; and

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- e) The copies of valid CNICs (not expired) of scholar, guarantor and witnesses duly attested by Gazetted Officer must be annexed.

**(2) Authorization (Annex-II):**

- a) The Scholar is required to execute the Authorization on the non-judicial stamp paper (registered\*) of worth corresponding to the value of agreement.
- b) The non-judicial paper must be \*registered.
- c) The Authorization must be signed by the scholar and witnesses.
- d) The Authorization must be attested by the Notary Public.
- e) The copies of valid CNICs (not expired) of scholar & witnesses duly attested by Gazetted Officer must be annexed.

**(3) Certification to the Financial Soundness of the Guarantor (Annex-III):**

- a) The Scholar is required to execute the Declaration of Assets / Certification to the Financial Soundness of the Guarantor on the non-judicial stamp paper of worth corresponding to the value of agreement.
- b) The non-judicial paper must be \*registered.
- c) The Declaration of Assets must be signed by the guarantor and witnesses.
- d) The Deed of Undertaking must be signed by the Oath Commissioner and countersigned by Joint/Sub Registrar.
- e) The copies of valid CNICs (not expired) of Guarantor & witnesses duly attested by Gazetted Officer must be annexed.
- f) The Declaration of Assets (by the applicant or by the guarantor) must be declared at least Rs.20,000,000/- (Twenty Million Rupees Only) for PhD Scholarship.
- g) The certificate of ownership & valuation (in original) issued by concern District Revenue Officer or relevant authority must be annexed; and

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- h) The documents of immovable property (Copies) duly attested by concern District Revenue Officer or relevant authority must be annexed.
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**5. MONITORING AND EVALUATION OF PDP-AIOU BY USMC**

- a. The USMC shall ensure the implementation of instructions given herein and any subsequent instructions issued time to time by the AIOU.
- b. The scholar shall be released stipend amount on quarterly basis. The USMC shall review progress of scholars on biannual basis and recommend the release of next installment(s) to the scholar.
- c. In case, the candidate is unable to fulfill the Terms & Conditions mentioned in Deed of Undertaking, he/she shall be liable to reimburse (i) full amount of Salary (in case of study leave from AIOU), (ii) full scholarship amount incurred on him/her along with penalty as per given detail:  
(1) Rs.10.000 Million for PhD Scholarship
- d. In case, the scholar cannot complete the fellowship / degree, he/she shall be liable to reimburse (i) full amount of Salary (in case of study leave from AIOU), (ii) full scholarship amount incurred on him/her along with penalty as per given detail:  
(1) Rs.10.000 Million for PhD Scholarship
- e. In case of late completion of fellowship / degree than the prescribed time in PDP-AIOU, the scholar shall bear all additional expenses on his / her own. And this shall not affect any other condition of the agreement.
- f. AIOU shall bear / provide the bench fee, stipend and other expanses as approved by the Executive Council of AIOU. The scholar shall bear all additional expenses on his / her own. And this shall not affect any other condition of the agreement.
- g. The USMC will review the cases of non-completion / late-completion / violation of bonds / agreements with AIOU as a result of Force Major and

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shall give its recommendations after assessing the rationality and genuineness.

**For more details, please visit the office of Assistant Registrar-HR during normal working hours 8:00 AM to 4:00PM (Monday to Friday) or call at 051-9057469**

## DEED OF UNDERTAKING

### ALLAMA IQBAL OPEN UNIVERSITY, ISLAMABAD

#### “Professional Development Program”

#### KNOW ALL MEAN BY THESE PRESENTS:

We, ..... son/daughter/wife of .....  
 holding CNIC No.: .....-..... Permanent resident of: House No.....,  
 Street No.:.....,Mohallah:....., Post Office: .....  
 Tehsil:....., District:.....,  
 Province:....., Pakistan, Presently resident of: House  
 No.:.....,Street No.:....., Mohallah:.....,  
 Post Office:....., Tehsil: .....  
 District:....., Province:.....,  
 Pakistan, Contact No....., Email:.....,  
**(hereinafter called the Scholar)**

#### And

.....son/daughter/wife of .....  
 holding CNIC No.: .....-..... Permanent resident of: House No.....,  
 Street No.:.....,Mohallah:....., Post Office: .....  
 Tehsil:....., District:.....,  
 Province:....., Pakistan, Presently resident of: House  
 No.:.....,Street No.:....., Mohallah:.....,  
 Post Office:....., Tehsil: .....  
 District:....., Province:.....,  
 Pakistan, Contact No....., Email:.....,  
**(hereinafter called the Guarantor/Surety)** do hereby depose and say:

**WHEREAS** the scholar has been selected by **Allama Iqbal Open University, Islamabad** for the award of Scholarship for **PhD** under the Scheme **“Professional Development Program”**, now the Scholar & Guarantor/Surety agreed to accept the same on the following terms & conditions governing this scholarship award to their extent:

- 1) That the scholarship award is **initially valid for a period of 01 (One) year** from the date of joining of university and would be extendable periodically to a maximum of **3.5 (three and a half) years**, (including 1<sup>st</sup> year) subject to the satisfactory performance of the scholars' studies.
- 2) That the payment of allowances admissible under the said scholarship program shall be made subject to the complete adherence to all rules and regulations governing the said scholarship program as well as satisfactory performance in the authorized studies.
- 3) That the scholar shall not change the specified course of studies or supervisor nor register himself/herself for any other course or program without prior approval of the AIOU.

- 4) That the scholar shall not avail any other scholarship program during the said scholarship program.
- 5) That the scholar shall not avail or apply for immigration /citizenship or permanent residence to any country during period of studies & service/employment under bond period.
- 6) That the scholar shall not take interruption or extend the specified period of studies without prior approval of the AIOU.
- 7) That the scholar shall not undertake employment whether paid or otherwise during course of studies.
- 8) That the scholar shall not visit outside the country of study for academic or other reasons without prior approval of AIOU.
- 9) That the scholar shall not discontinue/quit the course of studies at his/her own, for which he/she was awarded Scholarship.
- 10) That the scholar shall maintain the required standard or qualify the course/degree for which he/she was awarded Scholarship.
- 11) That the scholar shall comply the instruction(s) given by AIOU regarding leave policy and the AIOU reserves the right to deduct stipend, allowance(s) etc. in case of non-compliance of leave policy/instruction(s).
- 12) That the scholar shall regularly submit the / biannually / progress reports through the supervisor/university/institute to the AIOU and a final comprehensive report immediately on completion of the study/training/research.
- 13) That the scholar shall authorize the AIOU to approach the concerned University/Institute/Supervisor/Embassy/Agency etc. to acquire any type of information as required.
- 14) That the scholar shall fully obey the national and local laws of the country for which scholarship has been awarded and shall strictly follow the rules & regulations of the university / institution where the scholar is enrolled for studies under said scholarship program.
- 15) That the scholar shall not incur any debts during scholarship period and will clear all outstanding bill(s) before leaving the country of study/training/research.
- 16) That the scholar shall not enrolled or register in higher Degree or any other program after the completion of Study.
- 17) That the scholar authorizes and agree to proceed for cancelation of his/her VISA by AIOU, in case of any violation of this deed of undertaking.
- 18) That the scholar shall be bound to provide copies of credentials, all passport pages or any other documents on the demand of AIOU at any time during & after the course of study and service/employment period at Pakistan.
- 19) That the scholar shall return to Pakistan **immediately** within 01(One) month, after thesis defense and report to AIOU in person along with required documents in respect of completion of course of study.
- 20) That the scholar shall be liable to action under the law in force in Pakistan impounding or confiscating passports in case of failure to obey or act according to instruction(s) / order(s) of AIOU about to return back Pakistan.
- 21) That the scholar shall serve AIOU, after completion of PhD studies, for a period of 08 (eight) years.

- 22) That the scholar shall not visit outside the Pakistan during & before the service/employment period, without the prior approval of AIOU and provide all information(s)/document(s) required by AIOU.
- 23) That the scholar shall be liable to cancellation/disqualification of scholarship or debarred from foreign study/training/research of any scholarship scheme of AIOU or refund of expenditure amount with penalty or any other disciplinary action as AIOU may consider appropriate if:
- a) Failed to comply with the instruction(s)/order(s) of AIOU.
  - b) Dual Scholarship.
  - c) Any financial loss occurred to AIOU due to scholar act(s).
  - d) Misstatement or concealment of facts therein before by the scholar.
  - e) Engaged in any political, commercial or any other activity incompatible with program of studies
  - f) Commit misbehavior with the AIOU/University/Institute/Supervisor.
- 24) That all the terms and conditions mentioned in the Award Letter (Provisional and Final) shall be deemed as part of this deed of undertaking.
- 25) That the declaration of assets provided by the guarantor is true, correct and complete and nothing has been concealed therein.
- 26) That in case of breach of any of the above terms & conditions as well as those rules, terms and conditions of governing scholarship award, the scholar & guarantor shall be bound to pay the AIOU a penalty up to Rs.10,000,000/- besides compensate the AIOU by making a refund of the total amount of expenditure including "Travel Cost, Tuition Fee, Stipend, Book Allowance, Research Allowance, Health Insurance, Administrative Cost etc." and full amount of salary (in case of study leave from AIOU) in same currency incurred on scholar in Pakistani or foreign currency.
- 27) That the scholar & guarantor both are held firmly bound to AIOU for all moneys, charges, costs, expenses, and penalty determined/assessed by the AIOU as having been incurred on or in respect of PhD studies under the said Scheme, which amount will not question to be paid to the AIOU, we hereby bind ourselves, each of us, our and each of our heirs, executors, administrators jointly and severally.
- 28) That the amount of penalty and the compensation as prescribed and assessed by the AIOU shall be final and conclusive and will not be challenged in any court of law or forum.
- 29) That all instruction(s), order(s), letter(s), email(s), notice(s) and other communication(s) etc. under this undertaking/scholarship award shall be deemed given hereunder when sent by AIOU to scholar & guarantor at the following addresses:
- To Scholar: \_\_\_\_\_ Contact No.: \_\_\_\_\_  
Email: \_\_\_\_\_
- To Guarantor: \_\_\_\_\_ Contact No.: \_\_\_\_\_  
Email: \_\_\_\_\_
- 30) That this deed of undertaking & scholarship award shall be governed and construed in accordance with the laws of the Islamic Republic of Pakistan. The scholar & guarantor expressly submits and consents to the jurisdiction of civil courts, Islamabad, with respect to any claim or demand upon AIOU upon this undertaking hereto.

**SIGNED AND DELIVERED this on ..... day of .....**

**Scholar Guarantor/**

**Surety**

**Full Name: \_\_\_\_\_ Full Name: \_\_\_\_\_**

**Signature & Thumb Impression**

**Signature & Thumb Impression**

**Signed jointly** by each of us this on .....day of .....

**Witness No.1**

**Witness No.2**

Signature: .....  
Full Name: .....  
CNIC No: .....  
Present Address: .....  
.....  
Permanent Address: .....  
.....  
Dated: ..... / ..... / .....

Signature: .....  
Full Name: .....  
CNIC No: .....  
Present Address: .....  
.....  
Permanent Address: .....  
.....  
Dated: ..... / ..... / .....

**A C K N O W L E D G M E N T**

**BEFORE ME**, a Joint/Sub Registrar for and in \_\_\_\_\_ (city), this \_\_\_\_\_ day of \_\_\_\_\_, personally appeared and known to me as the same persons who executed the foregoing instrument, they acknowledged before me that the same is their free and voluntary act and deed, as well as the free and voluntary act and deed of the principals herein represented.

This instrument consists of **04(Four)** pages, including this page whereon the Acknowledgment is written, refer to the **“Deed of Undertaking”** which has been signed by the **“SCHOLAR & GUARANTOR/SURETY”** together with their instrumental witnesses at the bottom of the instrument thereon.

**WITNESS MY HAND AND SEAL** on the date and place above indicated.

**Joint/Sub Registrar**

**CERTIFICATE**

Registered at No: \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ and its duplicate copy pasted in the additional Book No: \_\_\_\_\_ Volume No: \_\_\_\_\_ on Pages \_\_\_\_\_ to \_\_\_\_\_. The Executant and the witnesses have set their hands in my presence.

**Joint/Sub Registrar**

**AUTHORIZATION**  
**Allama Iqbal Open University, Islamabad**  
**“Professional Development Program”**

I, .....son/ daughter/wife of ..... holding CNIC No.: .....-.....-..... Permanent resident of: House No....., Street No....., Mohallah:....., Post Office: ....., Tehsil: ....., District:....., Province: ....., Pakistan, Presently resident of: House No:....., Street No:....., Mohallah:....., Post Office: ....., Tehsil: ....., District:....., Province: ....., Pakistan (hereinafter called the Scholar) authorize the AIOU, Islamabad to approach the concerned University/Institute/Supervisor/Embassy/Agency /UK Home Office / UK Govt etc. to acquire following information on my behalf:

- Academic
- Visa
- Financial
- Health
- Criminal
- Any other

SIGNED AND DELIVERED this on .....day of .....

Scholar Full Name:\_\_\_\_\_

\_\_\_\_\_ Signature & Thumb Impression

Witness No.1 Signature: ..... Witness No.2 Signature: .....

Full Name: ..... Full Name: .....

CNIC No.: ..... CNIC No.: .....

Present Address: ..... Present Address: .....

Permanent Address: ..... Permanent Address: .....

Dated: ...../...../..... Dated: ...../...../.....

Attested by: Notary Public

\_\_\_\_\_  
Signature & Stamp

**(DECLARATION OF ASSETS)**

**ALLAMA IQBAL OPEN UNIVERSITY, ISLAMABAD**

**“Professional Development Program”**

I, ..... son / daughter / wife / husband of  
 ..... holding CNIC No.: .....  
 Permanent resident of: House No.:....., Street No.:.....,  
 Mohalla:....., Post Office: ....., Tehsil:  
 ....., District:....., Province:  
 ....., Pakistan, Presently resident of: House No.:.....,  
 Street No.:....., Mohalla:....., Post Office: ....., Tehsil:  
 ....., District:.....,Province:  
 .....,Pakistan

**(the Guarantor/Surety)** do hereby solemnly affirm and declare that that the below declaration of assets is true, correct & complete and nothing has been concealed therein:

No	Description of Property	Location of Property	Approx. Value in PKR

**“\* The certificate of ownership & value of property from relevant authority along with documents of property attested by relevant authority are enclosed.”**

**SIGNED AND DELIVERED** this on .....*day of* .....

**Guarantor/Surety Full Name:** \_\_\_\_\_

**Signature & Thumb Impression** \_\_\_\_\_

**Witness No.1**

Signature.....

Full Name.....

CNIC No.....

Present Address.....

.....

Permanent Address.....

.....

Dated ...../...../.....

**Witness No.2**

Signature.....

Full Name.....

CNIC No.....

Present Address.....

.....

Permanent Address.....

.....

Dated ...../...../.....

**Oath Commissioner**

\_\_\_\_\_

**Signature & Stamp**

**Counter Signed by:**

**Joint/Sub Registrar**