

Prospectus BEd

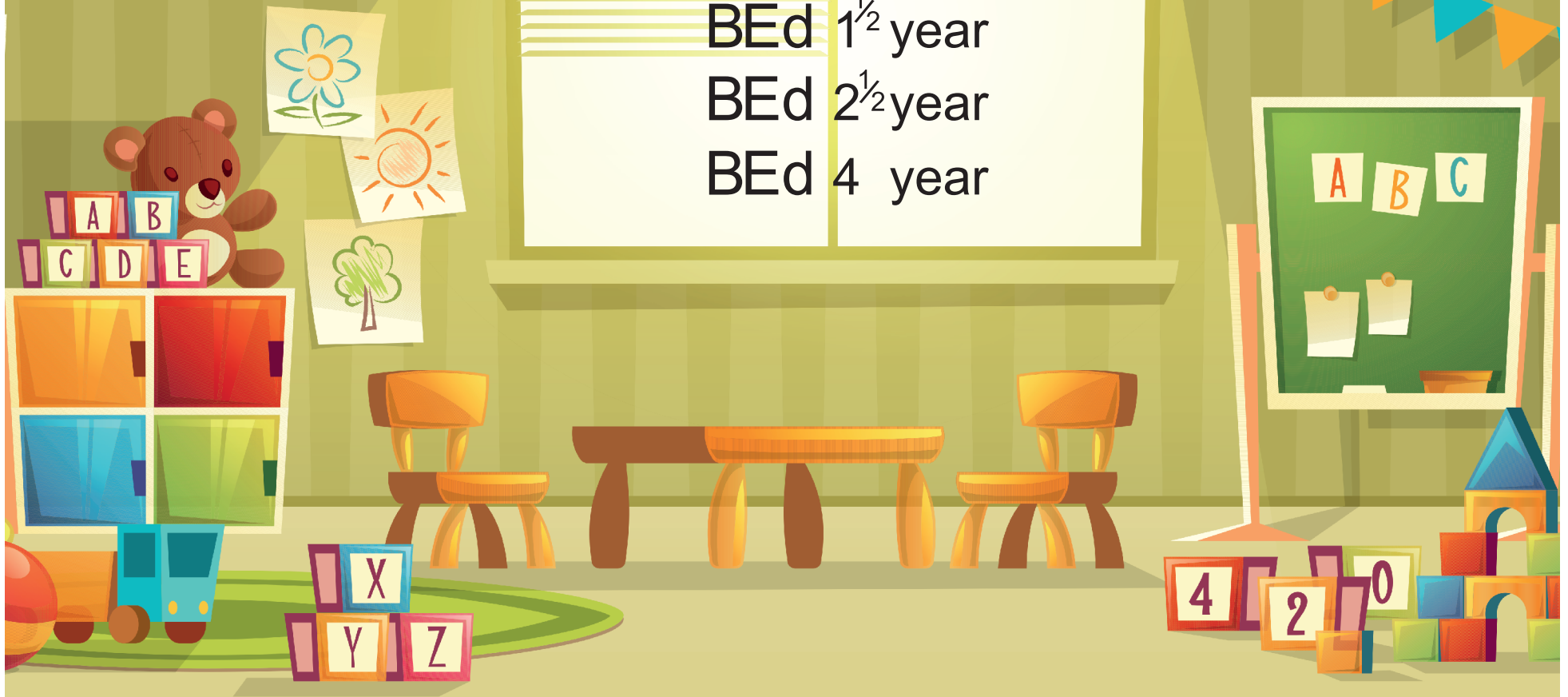
AIOU

Autumn 2019

BEd 1½ year

BEd 2½ year

BEd 4 year



Allama Iqbal Open University, Islamabad
www.aiou.edu.pk

PROSPECTUS

OF

BEd (1.5 year, 2.5 Year, 4 Year) Programmes

For

SEMESTER: Autumn 2019



Allama Iqbal Open University, Islamabad

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IMPORTANT ACTIVITIES TO BE REMEMBERED

Activity	Spring Semester	Autumn Semester
Admissions	March – April	September – October
Mailing of Books	April – June	October – December
Study Period	June – October	December – April
Examinations`	October – November	April – May
Result	January	July

Note: Contact concerned Regional office for exact schedule of activities. Continuing Students are sent information for all activities by post. Simultaneously information is placed on website (www.aiou.edu.pk).

Most Important: Continuing admission forms are sent to all students by post. If not received, online admission form can be accessed at <http://online.aiou.edu.pk>. Applying online will give you advantage of fast admission process and fee verification.

Vice-Chancellor's Message

Dear Student,

السلام عليكم

Welcome to Allama Iqbal Open University, the first distance education university in South Asia that provides cost effective education to 1.3 million students not only in Pakistan but also in Middle East. This university has the unique privilege of blurring temporal and spatial boundaries by providing education at the thresholds of the students. The university offers a diverse range of educational facilities, starting from basic literacy programs to the PhD level. The courses are regularly revised to bring them at par with international standards. The university offers maximum number of specializations at postgraduate level through four faculties, i.e. Faculty of Arabic and Islamic Studies, Faculty of Education, Faculty of Sciences, and Faculty of Social Sciences and Humanities. The university has a huge network of faculty members, tutors, resource persons, specialists and experts who strive hard to ensure that the programs offered by the university enable the students to become independent learners and critical thinkers. The university takes special measures to establish and strengthen research culture and prepare those individuals who can play an instrumental role in the process of progress and development of the country.



I welcome you to the postgraduate studies at AIOU and wish you a challenging yet successful journey ahead.

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

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 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 year 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.

ONLINE ADMISSION PROCESS

1. Visit <https://online.aiou.edu.pk>
2. Click on Admission Form for Fresh Students (Matric / F.A programs / B.Ed Program).
3. Then click on "Admission Form For Fresh Students" button
4. Fill the form, print the form and challan form
5. Attach attested copies of the required documents according to given details in prospectus in relevant programme section
6. Submit the fee in any branch of ABL or MCB along with printed, signed form and all required documents

NOTE:

Bank will take the form and part of bank challan and return only "Student copy" from bank challan.

IMPORTANT NOTE:

Applying online will give you advantage of fast admission process and fee verification.

Programme	Address
B. Ed 1.5 Year	Dr. Fazal ur Rehman, Associate Professor ECE & ETED Phone: 051-9057718 Email: fazalaiou@yahoo.com
B. Ed 2.5 Year	Ms. Mubeshera Tufail, Lecturer ECE & ETED Ph: 051-9057716, Email: mubeshera.tufail@aiou.edu.pk
B. Ed 2.5 Year (Science Education)	Mr. Arshad Mehmood Qamar, Lecturer Science Education Department Faculty of Education Allama Iqbal Open University, H-8, Islamabad Ph: 051-9057168
B. Ed 4 Year Program	Dr. Rahmat Ullah Bhatti, Assistant Professor ECE & ETED Ph: 051-9057346
B. Ed 4 Year (Secondary Teacher Education)	Dr. Sidra Rizwan Lecturer, STED Ph: 051-9057699
B. Ed 4 Year (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 indepth 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.

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

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

BED (1.5 YEAR) 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	Open Distance Learning
Passing Marks (Assignment/Exam)	50%

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 in the country.

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.

Eligibility Criteria:

16 Year of Education (Academic Disciplines Other than Education) MA/MSc/BA (4-year) / BS (4 year) 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 5: Inclusive Education

S.#	Courses	Code	Cr. Hrs
1	Introduction to Inclusive Education	8630	3
2	Introduction to Special Education	8631	3
3	Inclusive Education: Adaptations in Curriculum	8632	3
4	Inclusive Education: Adaptations in Instruction and Evaluation	8633	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) Rs.200/-
 Admission Fee: (At the time of 1st admission) Rs.700/-
 Technology Fee + Courier Charges: (per semester) Rs.135/-
 Per 3 Credit Hours Fee: Rs.3000/- (Rs.3000×6) = Rs.18000/-
First Semester Fee: Rs.19035/-

Note: Admission can also be applied online. For details see page 2.

For any academic assistance contact:

Dr. Fazal ur Rehman
 Associate Professor
 ECE & ETED
 Phone: 051-9057718
 E-mail: fazalaiou@yahoo.com

BED (2.5 YEAR) PROGRAMME

Programme: BEd (2 year with one bridging semester programme)

Duration: 2.5 year (5 Semesters)

Total Credits: 90

Maximum Load per Semester: 18 Credit Hours

Medium of Instruction: English/Urdu

Delivery Mode: Open Distance Learning

Passing Marks (Assignment/Exam) 50%

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

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

Total Credit Hours=18

Students would select any two courses from the following subjects of content areas:

Optional Courses:

S.#	Courses	Code	Cr. Hrs
1	Urdu-I (Content Major)	6478	03
2	English-I (Content Major)	6468	03
3	Islamic Studies-I (Content Major)	6473	03
4	Pakistan Studies-I (Content Major)	6488	03
5	Home Economics-I (Content Major)	6483	03

Note: Student will select two content areas from the above mentioned courses in second semester and will study content courses related to only that areas in subsequent semesters.

3rd Semester

Compulsory Courses for All Students

S.#	Courses	Code	Cr. Hrs
1	Human Development and Learning (Foundation)	8610	03
2	Professionalism in Teaching (Foundation)	8612	03

Total Credit Hours=06

Students would select only two of the following clusters in the same area studied in second semester:

Cluster-I

S.#	Courses	Code	Cr. Hrs
1.	Urdu-II (Content Major)	6479	3+3=6
2.	Pedagogy- Teaching of Urdu	6494	

Cluster-2

S.#	Courses	Code	Cr. Hrs
1.	English-II (Content Major)	6469	3+3=6
2.	Pedagogy- Teaching of English	6493	

Cluster-3

S.#	Courses	Code	Cr. Hrs
1.	Islamic Studies-II (Content Major)	6474	3+3=6
2.	Pedagogy- Teaching of Islamic Studies	6497	

Cluster-4

S.#	Courses	Code	Cr. Hrs
1.	Pakistan Studies-II (Content Major)	6489	3+3=6
2.	Pedagogy-Teaching of Pak Studies	6495	

Cluster-5

S.#	Courses	Code	Cr. Hrs
1.	Home Economics-II (Content Major)	6484	3+3=6
2.	Pedagogy-Teaching of Home Economics	6496	

4th Semester**Compulsory Courses in 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

Total credit Hours=12

Students would study only two courses from following table in the same area studied in second semester:

Optional Courses in 4th Semester

S.#	Courses	Code	Cr. Hrs
1.	Urdu-III (Content Major)	6480	03
2.	English-III (Content Major)	6470	03
3.	Islamic Studies-III (Content Major)	6475	03
4.	Pakistan Studies-III (Content Major)	6490	03
5.	Home Economics-III (Content Major)	6485	03

5th Semester

S.#	Courses	Code	Cr. Hrs
1.	Research Project (Content Embedded) Professional	8613	03
2.	Teaching Practice II (Professional)	8608	03

Total Credit Hours=06

Students would study only two of the following clusters in the same area studied in second semester:

Cluster-I

S.#	Courses	Code	Cr. Hrs
1.	Urdu-IV (Content Major)	6481	3+3=6
2.	Urdu-V (Content Major)	6482	

Cluster-2

S.#	Courses	Code	Cr. Hrs
1.	English-IV (Content Major)	6471	3+3=6
2.	English-V (Content Major)	6472	

Cluster-3

S.#	Courses	Code	Cr. Hrs
1.	Islamic Studies-IV (Content Major)	6476	3+3=6
2.	Islamic Studies-V (Content Major)	6477	

Cluster-4

S.#	Courses	Code	Cr. Hrs
1.	Pakistan Studies-IV (Content Major)	6491	3+3=6
2.	Pakistan Studies-V (Content Major)	6492	

Cluster-5

S.#	Courses	Code	Cr. Hrs
1.	Home Economics-IV (Content Major)	6486	3+3=6
2.	Home Economics-V (Content Major)	6487	

Note: There will be two days workshop for one course in every semester. The workshop for each of Teaching Practice-I and Research Project will be of three days. The workshop for Teaching Practice-II is of 07 days duration. The workshop is compulsory to pass the course. The department may change the sequence of course(s) offering as per availability of course(s).

Fee Structure (BEd 2.5 year)

Registration Fee: (At the time of 1 st admission)	Rs.200/-
Admission Fee: (At the time of 1 st admission)	Rs.700/-
Technology Fee: (per semester)	Rs.100/-
Courier Charges: (per semester)	Rs.35/-
Per 3 Credit Hours Fee: (Rs.3000/-)(Rs.3000×6) =Rs.18000/-	
First Semester Fee:	Rs.19035/-

Note: Admission can also be applied online. For details see page 2.

<p>For any academic assistance contact: Ms. Mubeshera Tufail Lecturer ECE & ETED Ph: 051-9057716, Email: mubeshera.tufail@aiou.edu.pk</p>
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BED (2.5 YEAR) PROGRAMME**Specialization: Science Education**

Duration:	2.5 year (5 Semesters)
Total Credits:	90
Maximum Load per Semester:	18 Credit Hours
Medium of Instruction:	English/Urdu
Delivery Mode:	Blended
Passing Marks (Assignment/Exam)	50%
Entry Qualification:	Having BSc Degree with at least 45% marks or equivalent

Introduction:

BEd (2.5 year) 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 Year with Specialization in Science Education

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	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

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 Biology-I	Select any one combination of two courses	6456 6451	3×2=6
6	Physics-I Mathematics-I	6441 6446		

Total Credit Hours=18

3rd Semester

S.#	Courses	Code	Cr. Hrs	
1	Chemistry-II Biology-II	Select any one combination of two courses	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	Select any one combination of two courses	6460 6455	2×3=6
5	Teaching of Physics Teaching of Math	6445 6450		
6	Teaching Practice -I (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 -11(Professional)	6499	3
4	Chemistry-V (practical) Biology-V (practical)		2×3=6
5	Physics-V (practical) Mathematics-V		
6	Professionalism in Teaching	8612	3

Total Credit Hours=18**Note:**

There will be two days workshop for one course in every semester. The workshop for each of Teaching practice -1 and Research Project will be of three days. The workshop for Teaching Practice-II is of 07 days duration. The workshop is compulsory to pass the course.

Fee Structure (BEd 2.5 year)**Registration Fee:** (At the time of 1st admission) Rs.200/-**Admission Fee:** (At the time of 1st admission) Rs.700/-**Technology Fee:** (per semester) Rs.100/-**Courier Charges:** (per semester) Rs.35/-**Per 3 Credit Hours Fee** (Rs.3000/-) (Rs.3000×6)=Rs.18000/-**First Semester Fee: Rs.19035/-**

Teaching practice-I Fee: Rs.3200/-

Teaching practice-II Fee: Rs.3200/-

Research project Fee: Rs.4000/-

Note: Admission can also be applied online. For details see page 2.**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

BED (4 YEAR) PROGRAMME

Specialization:

Elementary Teacher Education (Aligned with ADE)

Duration:	4-Year (8-Semesters)
Semester Duration:	16-18 Weeks
Course Load per Semester:	18-Credit/Hours
Total Credit Hours:	144 (72+72 ADE) Credit Hours
Medium of Instruction:	English/Urdu
Delivery Mode:	Distance Learning
Passing Marks (Assignment/Exam)	50%
Entry Qualification:	Intermediate or Equivalence (45 % marks)

Introduction:

BEd (4 year) 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 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 Method of Teaching	6400	03
5	Urdu	6416	03
6	Basic of Information and Communication Technology	5403	03

Total Credit Hours=18

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

Total Credit Hours=18**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**

S.#	Courses	Code	Cr. Hrs
1	English III, Basic of Technical English	6465	03
2	English-1	6468	03
3	Islamic Studies-1	6473	03
4	English-II	6469	03
5	Islamic Studies-II	6474	03
6	Comparative Education	6466	03

Total Credit Hours=18**6th Semester****18 credit Hours**

S.#	Courses	Code	Cr. Hrs
1	Perspective of Elementary Education	625	03
2	Educational Research and Statistics	6461	03
3	English-III	6470	03
4	Islamic Studies-III	6475	03
5	English-IV	6471	03
6	Islamic Studies-IV	6476	03

Total Credit Hours=18**7th Semester****18 credit Hours**

S.#	Courses	Code	Cr. Hrs
1	Teaching of English	6493	03
2	Teaching of Islamic Studies	6497	03
3	Critical Thinking and Reflective Practices	6467	03
4	Child Development	1626	03
5	Teaching Strategies at Elementary level	623	03
6	Research Project	6464	03

Total Credit Hours=18

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

Total Credit Hours=18

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. Rahmat Ullah Bhatti
Assistant Professor
ECE & ETED
Ph: 051-9057346

Fee Structure: (B.Ed 4 year)

Registration Fee:	Rs.200/- (At the time of 1 st admission)
Admission Fee:	Rs.700/- (At the time of 1 st admission)
Technology Fee:	Rs.100/- (per semester)
Courier Charges:	Rs.35/- (per semester)
Course Fee:	Rs.3000/- (Per 3 credit hours course) Rs.3000×6= Rs.18000/-
Total Fee Semester-I	Rs.19035/-

Note: Admission can also be applied online. For details see page 2.

BED (4 YEAR) PROGRAMME

Specialization:

1. Secondary Teacher Education
2. Science Education

Duration: 4 Year (8 –Semesters)

Semester Duration: 16-18 weeks

Course Load per Semester: 18 credit Hours

Total Credit Hours: 144 Credit Hours,
(72 credit hours ADE)

Medium of instruction: English /Urdu

Delivery Mode: ODL

Pass Marks (Assignment /Exams): 50 %

Introduction

BEd (4 year) 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 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 Science 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 Science teachers.

Eligibility Criteria:

For Secondary Teacher Education:

- Intermediate/A levels or equivalent with at least 45% marks or minimum 2nd Division.
- Candidates with ADE degree can join in the fifth semester of BEd 4 year (2ADE + 2) programme.

For Science Education:

- FSc/ICS/A levels with at least 45% marks or minimum 2nd Division
- (Applicants with A levels will submit equivalence certificate)

- Candidates with ADE degree can join in the fifth semester of BEd 4 year (2ADE + 2) programme.

1st Semester

18 credit Hours

Code	Course	Cr. Hrs
5404	English Compulsory-I (Core)	3
5436/ 5437	Islamic Studies OR Ethics (for Non-Muslims student only)	3
5438	Pakistan Studies	3
6400	General Methods of Teaching	3
6416	Urdu	3
5403	Basics of Information & Communication Technology	3

2nd Semester

18 credit Hours

Code	Course	Cr. Hrs
5404	English Compulsory-II (Core)	3
6401	General Math and Statistics	3
6402	Educational Psychology and Guidance	3
6403	Classroom Management	3
1659	Teaching of Urdu	3
1655	Teaching of English	3

3rd Semester**18 credit Hours**

Code	Course	Cr. Hrs
6404	General Science	3
6405	Education in Pakistan	3
6406	Curriculum Development	3
6407	Classroom Assessment	3
6408	Teaching of Islamic Studies & Pakistan Studies	3
6409	Teaching of Math	3

4th Semester**18 credit Hours**

Code	Course	Cr. Hrs
6410	Arts Craft & Calligraphy	3
6411	Foundation in Education	3
6412	School Society and Teacher	3
6413	Introduction to Inclusive Education	3
6414	Teaching of general Science	3
6415	Teaching Practice	3

Note:

First four semesters are common for Science Education specialization and Secondary Teacher Education specialization. In fifth semester specialized courses are offered. Student should select their courses carefully.

5th Semester**18 credit Hours**

Code	Course	Cr. Hrs
6465	English III	3
	MIC1	3
	M2C1	3
	MIC2	3
	M2C2	3
6466	Comparative Education	3

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

6th Semester**18 credit Hours**

Code	Course	Cr. Hrs
8653	Adolescent Psychology	3
6461	Educational Research & Statistics	3
	M1C3	3
	M2C3	3
	M1C4	3
	M2C4	3

KEY: M1C3=Major 1 Content 3, M2C3 =Major 2 Content 3
M1C4=Major 1 Content 4, M2C4 =Major 2 Content 4

7th Semester

18 credit Hours

Code	Course	Cr. Hrs
	Pedagogy I (Related to major 1 from the given list)	3
	Pedagogy II (Related to major 1 from the given list)	3
8655	Curriculum and Instructions	3
6467	Educational Management and Leadership	3
8654	Teaching and Learning Strategies	3
8657	Research Project	3

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.

Clusters 1

Major (M)

Islamic Studies		
C1: Code 8667	Islamiyat - I	To be taken in semester 5
C2: Code 8669	Serat-e-Tayyaba - I	To be taken in semester 6
C3: Code 8668	Islamiyat – II	To be taken in semester 7
C4: Code 8670	Serat-e-Tayyaba - II	To be taken in Semester 7
Pedagogy 8497	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 Pak	To be taken in semester 6
C4: Code 8666	Foreign Policy – I	
Pedagogy 8340	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

5th Semester (Science Education)

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
6456	Mathematics-I			3
6451	Biology-I	Cluster-B (M-1)		3
6446	Chemistry-I			3
6442	Physics-II	Cluster-A (M-2)	Select any one cluster/ two courses	3
6457	Mathematics-II			3
6452	Biology-II	Cluster-B (M-2)		3
6447	Chemistry-II			3

6th Semester (Science Education) 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
6458	Mathematics-III		
6453	Biology-III	Cluster-B (M-3)	
6448	Chemistry-III		
6444	Physics-IV	Cluster-A (M-4)	Select any one cluster/ two courses
6459	Mathematics-IV		
6454	Biology-IV	Cluster-B (M-4)	
6449	Chemistry-IV		

7th Semester (Science Education) 18 credit Hours

Code	Course		Cr. Hrs
6445	Teaching of Physics	Cluster A	Select any one cluster/ 2 courses according to already opted.
6460	Teaching of Math		
6455	Teaching of Biology	Cluster B	
6450	Teaching of Chemistry		
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 (Science Education) 18 credit Hours

Code	Course	Cr. Hrs
6439	Use of ICT in Science Education	3
***	Future Challenges in Education	3
8682	Long Term Internship / Teaching Practice	12

Fee Structure: (BEd 4 year)

Registration Fee:	Rs.200/- (At the time of 1 st admission)
Admission Fee:	Rs.700/- (At the time of 1 st admission)
Technology Fee:	Rs.100/- (per semester)
Courier Charges:	Rs.35/- (per semester)
Course Fee:	Rs.3000/- (Per 3 credit hours course) Rs.3000×6= Rs.18000/-
Total Fee Semester-I	Rs.19035/-

Note: Admission can also be applied online. For details see page 2.

For any Academic Assistance:

1. Secondary Teacher Education

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

2. 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. Nasir Mahmood
Dean/Chairman
Ph: 051-9057718, 051-9057719

Secondary Teacher Education

Dr. Naveed Sultana
Chairperson
Ph: 051-9057705
Email: naveed.sultana@aiou.edu.pk

Science Education

Dr. Muhammad Sami Ullah
Incharge
Ph: 051-9057851

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

GENERAL INFORMATION

- a. The certificates/degrees of AIOU are equivalent to any other recognized Board/University.
- b. A candidate is required to submit fee and complete admission form along with attested copies of all the educational and experience certificates to any branch of ABL or MCB bank before or on the closing date.
- c. **Admission can also be applied online. For details see page 2.**
- d. If an applicant of post-graduate/research level programme does not receive any information regarding admission even after three months of submission of application, he/she should presume himself/herself non-selected.
- e. The student cannot change the specialization at post-graduate research level during the programme after once being admitted to a specific field.
- f. A course taken by any student cannot be changed during the semester.
- g. The address of a student will not be changed during the semester. However in real hardship cases change of courses will be allowed within fifteen days after receipt of books and deposit of prescribed fee.
- h. Admission to courses for both the Spring and Autumn semesters are generally offered in the months of February and August, respectively, where as examinations commenced in November and May respectively. The continuing students are

- sent computerized admission forms. However if for any reason, the student could not get the said form, he/she may contact to Regional Office of the university or download from AIOU website and send it to the University within due date.
- i. Fee cannot be refunded once paid for admission nor can it be adjusted for any other programme.
 - j. On payment of the registration fee, each student will be issued a registration number. This number must be quoted in all the future correspondence along with the roll number, course(s), code numbers and semester.
 - k. Study material shall be mailed to the students at their given addresses.
 - l. After receipt of the study package, students are usually intimated by the part time tutors appointed for each course for tutorial guidance, within fifteen days. If you do not get information about tutors, you are required to send your assignment by registered post to the concerned Regional Director, Assistant Regional Director without delay; you are also required to retain a photocopy of all your assignments.
 - m. Rules and regulations framed, enhanced and changed from time to time by the authorities, bodies of the university will be effective as deemed necessary. The student will have to abide by all such rules and regulations from the date of their implementation.
 - n. 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.
 - o. It is the responsibility of the student to remain in touch with the department regarding the selected programme.
 - p. 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.
 - q. After completion of a programme successfully, a student has to the apply to Controller of Examinations for issuance of certificate/degree.
 - r. The university reserves the right to change the contents of this prospectus without any prior notice as per university policy.
 - s. The student must inform the Admission Department in writing within the period of 15 days after receipt of study material parcel, *If found any wrong/short of material/ books which is not according to the admission form/ check list or mistake in name and address.* No request for any change will be entertained after the stipulated period.
 - t. Check the books and tally with the course codes mentioned on the address label pasted on the registered packet. If there is any discrepancy, write immediately to Admission Department for correction/ supply of requisite books.
 - u. Admission forms incomplete in any respect will not be entertained and will be returned after close of semester to the students indicating the deficiency in clear terms with advise to request for refund of fee.
 - v. Admission form received without prescribed fee less fee or fee deposited after due date will not be considered.
 - w. 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.

- x. 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.
- y. The Directorate of Students Advisory & Counseling Services provides educational facilities through its 'student support fund' to the deserving students facing financial constraints. In this connection AIOU is providing financial assistance to a large number of its students through its Regional Network. The deserving students who want to avail financial assistance are advised to contact their concerned Regional Campus to obtain prescribed forms for financial assistance. After filling the forms should be submitted to the concerned Regional Campus.
- z. **A student who could not pass the final examination has two more chances for final paper in consecutive semesters.**
- aa. **A student who could not attend/pass the workshop component has two more chances to attend/complete the workshop component in the consecutive semesters subject to the offering of the courses.**
- bb. Applicant should ensure that the information provided in Admission Form is correct. If at any stage, the information found false or the applicant was not eligible according to the admission criteria, the admission shall be cancelled and there will be no right to claim the degree.
For further information, please contact your Regional Office.

PROCEDURE FOR DEPOSITING FEE & ADMISSION FORM

- Eligible candidates who are required to deposit the fee can submit admission forms alongwith required documents to the following banks:
 - (1) **MCB Bank Limited** (MCB)
 - (2) **Allied Bank Limited** (ABL)
- The applicant can deposit fee through bank challan, attached with admission form to any approved bank.
- The bank will issue a receipt of depositing admission form and fee.

Note:

Beware that University has not authorized any person or private institute to collect payment/forms. All the students are instructed to deposit fee by themselves in designated bank branches. In case of any discrepancy in admission fee/admission form the University will not be responsible and the student will have to face the consequences.

REGULATIONS FOR REFUND OF ADMISSION FEE

Admission fee once deposited by the candidates/ students in the university account will neither be refunded nor converted/adjusted as a matter of right. However fee paid by the candidates/students will be settled in the following cases:

- i) The candidates/ students who deposit the fee for a programme and later on change their mind to apply in another programme and communicate their decision in black and white to the admission section before dispatch of study material in such cases, fee will be refunded to them after deduction of 10% of the total amount deposited.
- ii) The candidates/ students who discontinue the programme/ courses(s) after dispatch of books, neither their admission will be cancelled nor fee will be refunded to them.
- iii) The candidates/ students who are not allowed admission to a programme offered by the university due to less enrolment/ non formation of viable group/ non offering of courses, full fee will be refunded to them.
- iv) The candidates/ students who know that they are not eligible for admission to a programme, and even then they deposit the fee, in such cases, the fee will be refunded after the deduction of 25% as services charges from the total amount.
- v) The amount deposited by the candidates/ student in excess (more than the prescribed fee) will be refunded/ adjusted within a year.

- vi) Cases of refund of admission fee will be processed after finalization/ completion of admission of the semester and only on the production of original Bank Challan/Receipt No. 4.
- vii) If candidates/ students deceive the university and get admission in two different programmes simultaneously in a semester admission will be cancelled in new programme and the fee deposited will be forfeited.

The allotment of tutors and conduct of workshops are made according to addresses of the students. However, if the numbers of students are less in any region or non-availability of a suitable tutor or unstable situation in any specific area, the students of that region are merged in another nearest region to save the time and to continue their educational activities. The students should take admission keeping in view this policy.

IMPORTANT TELEPHONE NUMBERS

Sr. No.	Name	Telephone Nos.
1.	Director Admissions	051-9250043 051-9250162 (Fax)
2.	Additional Registrar (Mailing)	051-9250185
3.	Controller of Examinations	051-9250012
4.	Director Students Affairs	051-9250174
5.	Assistant Registrar (BEEd Section)	051-9057428 051-9057760

ADDRESS OF PART-TIME REGIONAL COORDINATORS
PUNJAB

1.	Mr. Muhammad Waheed Anjum, Regional Coordinator, AIOU, SSS, Govt. Higher Secondary School, Sheikh Fazal, Burewala. 0331-7956198	2.	Mr. Muhammad Miskeen, Regional Coordinator, AIOU, Sr. Headmaster, Govt. Boys High School No.2, Fateh Jang. 0300-5273227	3.	Mr. Safdar Khan, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. Boys Degree College, Hazro. 0300-5609260
4.	Hafiz Abdul Ghaffar, Regional Coordinator, Allama Iqbal Open University, Asstt. Prof. Govt. Boys Degree College, Pindi Gheb. 0333-9535710	5.	Dr. Mukhtar Ahmad Awan, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. Boys High School No.2, Hassanabdal. 0312- 5609715	6.	Mr. Zafar Mahmood Khakwani, Regional Coordinator, Allama Iqbal Open University, Dy. Headmaster (Rtd) Al.Mahmood Medical Store, Kachahry Road, Ahmad Pur East. 0300-6807969
7.	Mr. Muhammad Aslam, Regional Coordinator, Allama Iqbal Open University, SST, House No. 552, Khadim Abad Colony, Bahawalnagar. 0300-7923295	8.	Mr. Muhammad Arshad, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Higher Secondary School, 207/Murad, Chishtian. 0300- 7546099	9.	Mr. Muhammad Naeem Qaisar, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. High School, Gagan Hatta, Lodhran.
10.	Ch. Muhammad Sarwar, Regional Coordinator, Allama Iqbal Open University, Principal (Rtd) Surgical Hospital, Bahawalpur Road, Hasil Pur. 0300-2934131	11.	Raja Muhammad Akhtar Khan, Regional Coordinator, Allama Iqbal Open University, Principal, Allama Iqbal Junior Public School, Choa Saidan Shah. 0346-5783355	12.	Mr. Muhammad Arif Khan, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. Boys High School, No.2, Talagang. 0331-4855113
13.	Mr. Muhammad Javid Regional Coordinator, AIOU, SSS, Govt. Higher Secondary School, Kallar Kahar. 0333-5904962	14.	Mr. Muhammad Saeed, Regional Coordinator, AIOU, Principal, Govt. Boys Higher Secondary School Danda Shah Belawal, Lawa. 0333-5928107	15.	Mr. Arshad Mahmood Shahid, Regional Coordinator, AIOU, Principal, Govt. Boys Degree College, Sara-e-Alamghir. 0333-5841544

16.	Ch. Muhammad Ashraf, Regional Coordinator, Allama Iqbal Open University, Street No. 10, Mohallah Mission Compound, Mehmada Raod, Gujrat. 0332-7144828	17.	Mr. Munwar Abbas, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Higher Secondary, School Bhowana. 0346-6417040	18.	Mr. Muhammad Sharif, Regional Coordinator, Allama Iqbal Open University, SST (R), Ward No.16, Street No.4, Nowan Sher, Shorkot City. 0301-7205704
19.	Mr. Mahmood Iqbal, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Higher Secondary School, Lalian. 0333-6575750	20.	Mr. Muhammad Noor Zaman, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. High School, Wasu Astana, 18-Hazari Jhang. 0332-6264432	21.	Dr. Tariq Majeed, Regional Coordinator, Allama Iqbal Open University, Professor, Govt. Islamia College, Chiniot. 0333-6715262
22.	Mr. Hafeez ur Rehman, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. High School, Ahmed Pur Sial. 0333-6767108	23.	Syed Mukhtar Hussain Bukhari, Regional Coordinator, Allama Iqbal Open University, Assistant Professor, Govt. College, Bhakkar. 0333-8909805	24.	Mr. Faiz-ul-Hassan Khan, Regional Coordinator, Allama Iqbal Open University, SS (R), Near Jamia Masjid Firdaus, Darya Khan, District Bhakkar. 0301-4938528
25.	Mr. Muhammad Aslam Farooqi, Regional Coordinator, Allama Iqbal Open University, Assistant Prof. Govt. Degree College Jalalpu Pirwala. 0301-5227173	26.	Mr. Sikandar Hayat, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. Muslim Union High School Mian Channu. 0301-3017686, 0333-6248587	27.	Mr. Khalil Ahmad, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Postgraduate College Khanewal. 0301-7817130
28.	Ch. Basharat Ali, Regional Coordinator, AIOU, SS, Govt. Christian Higher Secondary School Rawalpindi. 0333-5191799	29.	Dr. Muhammad Anwar, Regional Coordinator, AIOU, Headmaster, Govt. Boys School, Bhabra, Wah Cantt. 0300-5363883	30.	Mr. Saqib Imam Rizvi Regional Coordinator, AIOU, Headmaster, Govt. Elementary School Bhai Khan, Gujar Khan. 0300-5199749

31.	Mr. Muhammad Raza Vaince, Regional Coordinator, AIOU, Senior Headmaster, Govt. High School Phalina, Tehsil Kallar Syedan, Distt. Rawalpindi.	32.	Syed Zamir Hussain Shah, Regional Coordinator, AIOU, SSS, Govt. Higher Secondary School, Nara, Kahuta. 0301-5151911	33.	Mr. Sabeer Ahmad Abbasi, Regional Coordinator, AIOU, Lecturer, Govt. College, Jhika Gali Murree. 0300-5585228
34.	Mr. Muhammad, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. College Depalpur. 0301-6390414	35.	Hafiz Muhammad Shafiq, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. High School Pakpattan Sharif. 0322-7858622	36.	Mr. Muhammad Iqbal, Regional Coordinator, Allama Iqbal Open University, SS. (Retd.), 157/C, Housing Scheme, Renala Khurd. 0308-7523947, 0345-7523947
37.	Mr. Muhammad Rafiq Saqee, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. High School 37/EB, Arifwala. 0303-7782782	38.	Rana Abid Ali Khan, Regional Coordinator, Allama Iqbal Open University, Dy. Headmaster, Govt. MC Model High School Chichawatni. 0301-6925775	39.	Mr. Zafar Ali Tipu, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Postgraduate College for Boys Okara. 0333-6972392
40.	Mr. Abdul Ghafoor Zahid, Regional Coordinator, Allama Iqbal Open University, Senior Headmaster (Retired), House No.111, Madina Colony, Pir Shah, Kamalia. 0321-6550499	41.	Mr. Abdul Razzaq, Regional Coordinator, Allama Iqbal Open University, Dy. Headmaster, Govt. High School No. 1, Pir Mahal. 0312-6560889, 0331-8675175	42.	Mr. Muhammad Siddique Regional Coordinator, Allama Iqbal Open University, Assistant Professor @ Chak No. 298 JB, Tehsil, Gojra. 0301-7055350
43.	Mr. Muhammad Rafiqure, Regional Coordinator, Allama Iqbal Open University, Senior Headmaster, Govt. Model High School, Mailsi. 0302-7324215	44.	Dr. Muhammad Javed Asghar, Regional Coordinator, Allama Iqbal Open University, Associate Prof. Govt. Degree College Jahanian. 0322-8870199		

SINDH

1.	Mr. Ghulam Qadir Jamali, Regional Coordinator, Allama Iqbal Open University, HST, Govt. Boys High School, Khair Pur Nathan Shah. 0300-3256369		Mr. Dildar Hussain Rahu, Regional Coordinator, AIOU, Headmaster (R) Principal, Allied Public School Sakrand, District Nawabshah. 0306-8292318	3.	Mr. Pir Muhammad Rind, Regional Coordinator, Allama Iqbal Open University, HST, Govt. Boys High School, Sehwan Sharif District Jamshoro. 0300-5457029
4.	Mr. Muhammad Suleman Chahwan Regional Coordinator, Allama Iqbal Open University, SPE, Office of the Assistant District Education Officer (Male) Moro, District Nausheroferoz. 0300-3229979	5.	Mr. Anwar-ud-Din Pirzada, Regional Coordinator, Allama Iqbal Open University, HST, Govt. Boys High School, Kandiaro, District Nausheroferoz 0301-2127574	6.	Mr. Riaz Roshan Paul, Regional Coordinator, Allama Iqbal Open University, HST, Govt. HM Khoja High School No. 1, Nawabshah City. 0300-3227785

KHYBER PAKHTOON KHWA

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4.	Mr. Noor Habib, Regional Coordinator, Allama Iqbal Open University, ADEO (Rtd.), C/O Gulab Stationry , Near Allied Bank, Main Bazar, District Battagram. 0321-7511614	5.	Mr. Muhammad Pervaiz Regional Coordinator, Allama Iqbal Open University, Subject Specialist, C/O Govt. High School, Balakot. 0345-9628699	6.	Mr. Gohar Khan, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. High School No.2, Jamrud, Khyber Agency. 0333-9330321

7.	Mr. Johar Ali, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. High School, Labor Colony, Aman Garh, Nowshera. 0346-5648635	8.	Mr. Hayatullah, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Centennial Model High School, Turangzai, Charsadda. 0313-9173884	9.	Mr. Inam Ullah, Regional Coordinator, Allama Iqbal Open University, Asstt. Prof., Govt. Degree College, Ekka Ghund, Mohmand Agency. 0301-8890889
10.	Mr. Nasrullah Zeb, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Higher Secondary School Gadezi, Deggar, District Bunir. 0333-9703438	11.	Mr. Faiz ur Rehman, Regional Coordinator, Allama Iqbal Open University, Asstt. Prof. GDC, Alpurai, Shangla. 0301-5906618	12.	Mr. Khalil ur Rehman, Regional Coordinator, (Dargai) Allama Iqbal Open University, Headmaster, GHS Dheri Kot, Malakand. 0323-8538179, 0341-5337988
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22.	Mr. Mahmood Ahmed, Regional Coordinator, AIOU, Asstt. Prof. Govt. Boys Degree College Hajira, District Poonch, AK. 0344-5144600	23.	Mr. Muhammad Shafiq, Regional Coordinator, Allama Iqbal Open University, Headmaser, Govt. High School Abbaspur, District Poonch, AK. 0345-4453210		

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(شعبہ امتحانات سرٹیفکیٹ / ڈگری سیکشن)

فارم برائے حصول سرٹیفکیٹ / ڈگری

ارجنٹ
آرڈنری

پروگرام کا نام _____ گروپ کا نام (میٹرک، ایف اے، بی اے کے لیے) _____

نام (اردو میں) _____ ولدیت _____

نام انگریزی میں

میٹرک کی سند کے مطابق

ولدیت انگریزی میں

میٹرک کی سند کے مطابق

رول نمبر	رجسٹریشن نمبر
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مکمل پتہ:

فیس مبلغ _____ بذریعہ بینک چالان نمبر _____ مورخہ _____ برانچ کا نام _____ ادا کردی گئی ہے۔

پاس شدہ مضامین کی تفصیل

نمبر شمار	کورس کوڈ	رول نمبر	سمسٹر	حاصل کردہ نمبر	نمبر شمار	کورس کوڈ	رول نمبر	سمسٹر	حاصل کردہ نمبر	نمبر شمار	کورس کوڈ	رول نمبر	سمسٹر	حاصل کردہ نمبر
-1				-31	-16					-2				-32
-3				-33	-18					-4				-34
-5				-35	-20					-6				-36
-7				-37	-22					-8				-38
-9				-39	-24					-10				-40
-11				-41	-26					-12				-42
-13				-43	-28					-14				-44
-15				-45	-30									

ایم بی اے / ایم بی اے / ایم آئی ایل ایس / بی ایچ ڈی کے طلبہ Viva Voce پاس کرنے کی تاریخ درج کریں۔

بیان حلقی: میں حلفاً بیان کرتا ہوں کہ اوپر جو معلومات درج کی گئی ہیں وہ درست ہیں اور ان میں کسی قسم کی غلطی یا غلطی نہیں کی گئی ہے۔ جو تصدیق شدہ اساتذہ سرٹیفکیٹ / ڈگری اور رزلٹ کارڈز کی کاپیاں درخواست کے ساتھ ضمیمہ کی ہیں وہ میری اپنی ہیں۔ ان میں سے کسی میں بھی کوئی قسم یا تبدیلی پائی گئی تو پوری تیزی سے خلاف ضابطہ قانونی کارروائی کرنے کی مجاز ہوگی۔

پتہ برائے ترسیل سرٹیفکیٹ / ڈگری (طالب علم خود پُر کریں) دستخط طالب علم

سرٹیفکیٹ / ڈگری نمبر
نام (طالب علم):
ولدیت:
مکمل پتہ:

پتہ برائے ترسیل سرٹیفکیٹ / ڈگری (طالب علم خود پُر کریں)

سرٹیفکیٹ / ڈگری نمبر
نام (طالب علم):
ولدیت:
مکمل پتہ:

سرٹیفکیٹ / ڈپلومہ اور ڈگری کے حصول کے لیے فیس شیڈول اور ضروری دستاویزات / شرائط کی تفصیل حسب ذیل ہے۔

نمبر شمار	کورس / پروگرام کا نام	ضروری دستاویزات اور تفصیل	فیس (روپے)	ارجنٹ فیس (روپے)	ڈپلیکیٹ فیس (روپے)
1-	ابتدائی عربی / اوپن بک کورس	اوپن یونیورسٹی کے رزلٹ کارڈ کی تصدیق شدہ فوٹو کا پنی (نام اور ولدیت کا ثبوت اور اوپن بک کورس کے لیے تجربے کا سرٹیفکیٹ لف کرنا ضروری ہے)۔	300/-	600/-	1200/-
2	کورس سرٹیفکیٹ	میٹرک ایف اے بی اے ڈگری کی اصل اسناد کی تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	100/-	200/-	400/-
3-	سینڈری سکول سرٹیفکیٹ (میٹرک) سینڈری سکول سرٹیفکیٹ (درس نظامی)	ڈپلومہ پاس اصل سرٹیفکیٹ کی تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	300/-	600/-	1200/-
4-	ہائر سینڈری سکول / ڈپلومہ ایجوکیشن	میٹرک پاس اصل سرٹیفکیٹ کی تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	300/-	600/-	1200/-
5-	اے ٹی ٹی سی سرٹیفکیٹ	میٹرک اور ایف اے بعد عربی / میٹرک فاضل عربی اور شہادۃ العالمیہ کی اصل سرٹیفکیٹ کی تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	300/-	600/-	1200/-
6-	پنی ٹی سی سرٹیفکیٹ	میٹرک پاس اصل سرٹیفکیٹ کی تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	300/-	600/-	1200/-
7-	سی ٹی سرٹیفکیٹ	میٹرک ایف اے پاس اصل سرٹیفکیٹ کی تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	300/-	600/-	1200/-
8-	بیچلرز ڈگری / پنی	میٹرک ایف اے اصل سرٹیفکیٹ کی تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	500/-	1000/-	2000/-
9-	سرٹیفکیٹ ان لائبریرین	میٹرک ایف اے پاس اصل سرٹیفکیٹ تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	300/-	600/-	1200/-
10-	ڈپلومہ این سائنسز / گراڈ / فریج آن لائن	میٹرک ایف اے پاس اصل سرٹیفکیٹ کی تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	500/-	1000/-	2000/-
11-	بی ایڈ ڈگری / پنی	میٹرک ایف اے اور بی اے (ڈگری) کی اصل اسناد کی تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	600/-	1200/-	2400/-
12-	ایم ایڈ / ڈگری / پنی	میٹرک ایف اے اور بی اے (ڈگری) کی اصل اسناد کی تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	700/-	1400/-	2800/-
13-	ایم اے ایم بی اے ایم ایس سی ڈگری / پنی	میٹرک ایف اے اور بی اے (ڈگری) کی اصل اسناد کی تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	700/-	1400/-	2800/-
14-	پوسٹ گریجویٹ ڈپلومہ	میٹرک ایف اے پنی اے (ڈگری) کی اصل اسناد کی تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	600/-	1200/-	2400/-
15-	ایم فل / ایم ایس سی آئمز ڈگری	میٹرک ایف اے اور ایم اے (ڈگری) کی اصل اسناد کی تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	1000/-	2000/-	4000/-
16-	پنی ایچ ڈی ڈگری	میٹرک ایف اے اور بی اے ایم اے (ڈگری) کی اصل اسناد کی تصدیق شدہ فوٹو کا پنی اور اوپن یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کا پنی	2000/-	4000/-	6000/-
17-	متنی (Duplicate) سرٹیفکیٹ / ڈپلومہ / ڈگری / مارک شیٹ / پروپزل سرٹیفکیٹ	گم ہونے کی صورت میں اخباری کٹنگ، رپورٹ تھانہ اور 20 روپے کا اسٹامپ پیپر پر حلفیہ بیان جو کہ ڈیپٹی کمشنر (نوٹری پبلک) کا تصدیق ہو۔ تمام کاغذات لف کریں۔ (میٹرک ایف اے بی اے وغیرہ کی تصدیق شدہ فوٹو کا پنی اور اخباری کٹنگ، اسٹامپ پیپر اور گمشدگی کی رپورٹ اصل لف کریں بعدہ شناختی کارڈ کی تصدیق شدہ فوٹو کا پنی) مجوزہ فیس پروگرام کے مطابق۔	Duplicate

- 18- فیس بک چالان (نامزد برانچ) کی صورت میں قابل قبول ہوگی اور اصل بک چالان اور درخواست بعد کاغذات کے ساتھ (مجوزہ ریٹ کے مطابق) جمع کرانے۔ علامہ اقبال اوپن یونیورسٹی کے سرٹیفکیٹ / ڈگری / میٹرک (سینڈری سکول سرٹیفکیٹ) کی سند میں درج شدہ نام کے مطابق جاری کی جاتی ہے۔ اگر آپ نے دوبارہ استثنائی فیس جمع نہیں کروائی تو سرٹیفکیٹ / ڈگری فیس کے ساتھ مجوزہ فیس کے مطابق جمع کروائیں۔ اگر آپ نے ڈگری / سرٹیفکیٹ فیس داخلہ کے وقت جمع کروائی ہے تو دوبارہ فیس جمع کروائیں۔
- 19- مندرجہ بالا پروگرام کے حصول کے لیے اصل سرٹیفکیٹ / ڈگری کی تصدیق شدہ فوٹو کا پنی اور تصدیق شدہ فوٹو کا پنی اور عہدہ ظاہر ہوا اور گزشتہ ایس کی تصدیق قابل قبول ہوگی) لف کرنا ضروری ہیں۔ کسی بھی بورڈ یونیورسٹی کے جاری کردہ رزلٹ کارڈ / عارضی سرٹیفکیٹ پر یونیورسٹی ہڈ ڈگری / پنی سی جاری نہیں کرے گی۔
- 20- ڈگری / سرٹیفکیٹ، پروپزل سرٹیفکیٹ بڈ ریویژن ڈاک طالب علم کے پتے پر ارسال کیا جائے گا اور کسی طالب علم کو ڈگری / سرٹیفکیٹ دتی نہیں دیا جائے گا۔
- 21- بی کام، بی ائی، بی بی اے، گروپ کے طلبہ / طالبات اصل اسناد سرٹیفکیٹ ساتھ منسلک کریں۔ بصورت دیگر سرٹیفکیٹ / P.C جاری نہیں کیا جائے گا جبکہ ایم اے ماس کمیونیکیشن کے طلبہ اپنی انٹرنیٹ رپورٹ متعلقہ ڈیپارٹمنٹ میں جمع کروائیں۔ Viva-Voce میں شمولیت سے پہلے مطلوبہ کورس ورک مکمل ہونا اور بعد تعلیمی اسناد متعلقہ اسٹنٹ / ڈپٹی کنٹرولر سے تصدیق کروانا ضروری ہے۔ Viva-Voce پاس کرنے کی تاریخ کا اندراج ضروری کریں۔
- 22- طلبہ و طالبات مکمل کوائف کے ساتھ درخواست جمع کروانے کی صورت میں یونیورسٹی پالیسی کے مطابق مارک شیٹ جاری ہونے کے بعد اصل ڈگری / سرٹیفکیٹ / ڈپلومہ دو سال کی مدت کے دوران یا سیریل نمبر آئے پر جاری کی جاتی ہے۔ دو سال کا دورانیہ مکمل کاغذات / درخواست جمع کرانے کی تاریخ سے شمار کیا جائے گا۔ اگر کوئی طالب علم قبل از وقت (ارجنٹ) ڈگری / سرٹیفکیٹ / ڈپلومہ لینا چاہے تو مجوزہ ہال فیس کے مطابق ارجنٹ فیس جمع تمام مطلوبہ کاغذات لازمی جمع کروانے ہوں گے۔
- 23- نام کی درجگی یا کسی قسم کی سرٹیفکیٹ / ڈگری کی تصدیق کے لیے مکمل کوائف بعد درخواست کے ساتھ اصل فیس کی دوگنی فیس ادا کرنا ہوگی۔

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