

Admission Autumn 2023

**AIOU**

Postgraduate Diploma

Prospectus

- . Education Leadership & Management
- . EPM
- . Human Resource Management
- . Supply Chain Management
- . Entrepreneurship
- . Criminology
- . Population & Development
- . Environmental Health & Safety
- . Gender & Women Studies



Allama Iqbal Open University, Islamabad

[www.aiou.edu.pk](http://www.aiou.edu.pk)

Help Line: (051) 111-112-468

FOR ONLINE ONLY

**PROSPECTUS**  
**OF**  
**POSTGRADUATE DIPLOMA**  
**PROGRAMMES**

**SEMESTER: AUTUMN, 2023**



**Allama Iqbal Open University**  
**Islamabad**

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## Vice-Chancellor's Message

**Dear Student,**

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 favourite 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. After assessing the success of many degree programs in Pakistan, AIOU is now going to offer a wide range of programs for the students in UAE, Saudi Arabia, Kuwait, Qatar, Bahrain, Oman, USA and many other countries. Currently more than 1.3 million students are getting benefits from the high quality educational services of AIOU in all regions of the country through more than fifty regional offices of the university. It offers many Undergraduate and Postgraduate programs at rural and remote areas providing an unparalleled opportunity to all the poor and deprived sections of the society at an affordable cost. The university has recently digitalized all its student-support services for facilitating its students on priority basis. This digitization of the system will enable AIOU students to get all kinds of educational using their Learning Management system (LMS) portal support online.

Committed for your bright future.



**Prof. Dr. Nasir Mehmood**  
**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                   |

**Note:** Student may contact concerned Regional office for exact schedule of activities. Continuing Students are sent information for all activities by post. Simultaneously, all information is placed on website ([www.aiou.edu.pk](http://www.aiou.edu.pk)), students which can be downloaded if not received by post.

It is informed that the students of all Postgraduate programs are required to upload their assignments (in typed form) on “AAGHI LMS PORTAL” from Spring 2020 Semester onward for evaluation by tutors etc. Hand written assignments shall not be accepted in any case.

## **REVISED POLICY FOR ASSESSMENT FOR PGD PROGRAMS**

As per revised formula securing passing marks in assignment/practical and other components is not compulsory w.e.f. Autumn, 2021 onwards, however, passing marks i.e. 50% in final exams will be mandatory. If a student gets 50 marks out of 100 in the final exam and does not score 50% aggregate marks, he/she will be declared Fail in the respective course and he/she will have to re-register/re-admit in the respective course, whenever the said course (s) are offered in any of the subsequent semester (s).

| Assignments | Workshop<br>(attendance/quizzes, etc.) | Final Exam | Passing Marks   |
|-------------|--|------------|---|
| 20%         | 30%                                    | 50%        | 50% (in aggregate), however<br>40% marks in final exams is<br>mandatory |

There is no change in formula for Teaching Practice 1 & 2, Research Projects, Long Term Internship and such courses where grading formula/scheme of studies is different and workshops/projects are having weightage of marks, students will have clear/pass them too.

### **Minimum and Maximum Duration of Semester-Wise: Programs on ODL Mode**

| <b>Sr. No.</b> | <b>Degree Level</b>                  | <b>Minimum Duration</b> | <b>Maximum Duration</b> |
|----------------|--------------------------------------|-------------------------|-------------------------|
| 1              | SSC/HSSC                             | 2 years / 4 semesters   | 5 years                 |
| 2              | Certificate (6 Months)               | 6 Months / 1 Semester   | 1 Year                  |
| 3              | All Postgraduate Diplomas (1 Year)   | 1 Year / 2 Semesters    | 3 Years                 |
| 4              | Associate Degree (2-Years)           | 2 years / 4 Semesters   | 4 Years                 |
| 5              | BEd (1.5 Years)                      | 1.5 Years / 3 Semesters | 3 Years                 |
|                | BEd (2.5 Years)                      | 2.5 Years / 5 Semesters | 5 Years                 |
| 6              | BS/BBA/BEd (4-Years)                 | 4 Years / 8 Semesters   | 8 Years                 |
| 7              | MEd (1 Year)                         | 1 Year / 2 Semesters    | 3 Years                 |
| 8              | All Master Degree Programs (2 Years) | 2 Years / 4 Semesters   | 4 Years                 |

## **COMPLETE PROCEDURE TO ENROLL IN AIOU PROGRAMMES AND SUBMISSION OF FORM IN AIOU ISLAMABAD**

All fresh and continue students can submit their admission using online system.

Follow these instructions to apply:

### **APPLY ONLINE (FRESH STUDENTS)**

1. Visit website: **<https://aiou.edu.pk/oas-fresh-admission>**
2. Press link “**Application for New Admission**  $\implies$  **Click here**”
3. Get register by entering your email or mobile phone number
4. Login into your registered account
5. Fill all the requisite fields of admission form
6. After filling the admission form, print out your “Challan Form”.
7. Using printed challan form and submit your fee in any branch of FWBL, ABL, MCB or UBL.
8. **You can also deposit fee through Upaisa, Jazzcash & Easypaisa.**

### **APPLY ONLINE (CONTINUE STUDENTS):**

1. Visit website: **<https://aiou.edu.pk/cms-continuing-students>**
2. Press link “**CMS for Continuing Students**”; (**<https://enrollment.aiou.edu.pk>** )
3. Enter your “User ID & Password
4. Select courses and print challan form.
5. Using printed challan form, submit your fee in any branch of FWBL, UBL, MCB or ABL. Keep save copy of your challan form after submission of fee. **You need not to send challan to the University**, but University can ask for copy of challan form any time, if required.
6. You can also deposit fee through Upaisa, Jazzcash & Easypaisa.

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## **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 door-steps 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. Under graduate admissions are offered in both the semesters where-as 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 alongwith allied material and 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 comprised of 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), MBA (Marketing), MBA (HRM), BS (CS), MSc/BS Chemistry, MSc/BS Microbiology etc. are being provided instruction, guidance and counselling through face-to-face education. AIOU is also offering four years' under-graduate degrees.

Apart from curricular and extra-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 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 hostel and the Central Library where computers have been provided to enable students to access latest information available through open source databases.

### **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 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 21st 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 BUSINESS ADMINISTRATION**

### **Introduction:**

The Department of Business Administration was established in 1986 with the objective to impart managerial education and skills in the discipline of Business Administration. Since its inception, the Department has made tremendous progress towards achieving its ultimate goal of becoming a Centre of Excellence in Business Management education and research in Pakistan. The Department has assembled outstanding teaching faculty and developed extensive teaching material for the improvement of education in Pakistan. The Department is offering programs from BBA to PhD levels with various specializations. These programs contribute significantly to the national goals by developing the professionals equipped with modern business techniques. The graduates from the department are well recognized in the human resource market and enjoy a respectable status in public and private sector organizations, operating in Pakistan and abroad. The department is also publishing a HEC recognized research journal namely "Journal of Contemporary Management Sciences". The Department has well qualified faculty members including MPhil/ MS and PhD both from national and foreign universities.

### **The department is offering various programmes for students to achieve objectives such as:**

- i. To prepare graduates for public and private sector organizations and to equip them to cater the needs of complex and changing business environment.

- ii. To encourage continuous learning and habitual receptiveness, explore new ways of identifying and dealing with opportunities and problems, to face future business challenges.
- iii. To provide the business students bottom to top management orientation skills, enhance their business skills, enable them to integrate theory business into practice in their daily lives.

## **PGD-HUMAN RESOURCE MANAGEMENT (HRM)**

### **Objectives:**

The objectives of Post Graduate Diploma in HRM are:

1. To inculcate the concepts and practices essential to Human Resource Management,
2. To prepare our graduates for HRM positions,
3. To develop HR professionals to advance their careers.

### **Duration:**

As per guidelines of HEC, Post Graduate Diploma (1 year) programme will be spread over 2 semesters covering 10 courses.

### **Eligibility:**

Applicants having 14 years of education (BA/BSc./BCom/ BBA/Associate Degree Programmes 2-years) from HEC recognized institution with at least second division (45% marks) would be eligible to apply.

### **Admission Procedure:**

Admission in Post Graduate Diploma in Human Resource Management is proposed to be offered. Applications will be

invited through the daily newspapers/AIOU website as per AIOU policy.

**Note: For online submission of admission see page (vii)**

### **Scheme of Studies:**

The Post Graduate Diploma programme would be offered with the specialization of Human Resource Management. The tentative semester wise offering of courses will be the discretion of the department; it can be changed if desired so. The detail of courses and semester wise offering of courses is as under:

#### **FIRST SEMESTER**

| S. # | Code | Course Title                       | Cr. Hrs |
|------|------|------------------------------------|---------|
| 1    | 9501 | Fundamentals of Business           | 3       |
| 2    | 9502 | Professional Communication         | 3       |
| 3    | 9503 | Management Theory and Practice     | 3       |
| 4    | 9504 | Human Resource Management          | 3       |
| 5    | 9505 | Computer Applications for Business | 3       |

#### **SECOND SEMESTER**

|   |      |                                     |   |
|---|------|-------------------------------------|---|
| 1 | 9506 | Organizational Behavior             | 3 |
| 2 | 9507 | Compensation Management             | 3 |
| 3 | 9508 | Performance Management              | 3 |
| 4 | 9509 | Labor Management Relations          | 3 |
| 5 | 9510 | Strategic Human Resource Management | 3 |

### **Medium of Instruction:**

The medium of instruction and examination is English Language for this program.

**Methods of Instruction:**

- i. The Post Graduate Diploma in Human Resource Management would be offered through ODL mode.
- ii. The course outlines along with the required reading materials and assignments will be provided to the students on AIOU website.
- iii. Workshop will be conducted as per university policy.

**Evaluation Scheme:****Assignments:**

The students will submit two compulsory assignments of each course to their tutors as per schedule.

**Workshops and Presentations:**

Workshops will be conducted as per university policy. Attendance of the students in workshop is graded.

**Assessment/Weightage:**

- a. Assessment criteria as per revised rules and regulations of the university on page (v)

**Requirements for Award of Post Graduate Diploma:**

Following are the requirements for the award of Post Graduate Diploma:

- i. Successful completion of all courses
- ii. The students who intend to discontinue PGD after first semester may be offered a certificate of passed courses as determined by university or Controller of Examinations Office.

**Fee Structure:**

| <b>Item</b>   | <b>Rate</b>        |
|---|--------------------|
| Registration Fee:<br>(At the time of first admission) | <b>Rs.550/-</b>    |
| Admission Fee:<br>(At the time of first admission)    | <b>Rs.1100/-</b>   |
| Technology Fee: (in each semester)                    | <b>Rs.550/-</b>    |
| Course Fee: (per 3 credit hours) Rs.4290 x 5 =        | <b>Rs.21450/-</b>  |
| <b>Total Fee of First Semester:</b>                   | <b>Rs.23,650/-</b> |

## **PGD-SUPPLY CHAIN MANAGEMENT (SCM)**

Supply Chain Management (SCM) is a cross-functional approach which deals with the movement of raw materials into an organization, management of internal processing of raw materials into finished goods, and helps the movement of finished goods from point of origin to point of consumption. Considering the significance of SCM, it adds value to the operations of different organizations including educational institutes, commercial enterprises, social welfare departments, strategic organizations etc. One can easily believe that supply chain management is essential to a company's success and customer satisfaction. Even we cannot deny the contribution of SCM for the society. SCM knowledge and capabilities can be used to support health care, conduct disaster relief operations, and handle other types of emergencies. SCM also plays a role in cultural evolution and helps to improve our quality of life.

Considering the significance of SCM across various sectors, the Post Graduate Diploma in Supply Chain Management has been developed to meet the needs of those professionals who want to establish and enhance insight into theoretical as well as practical knowledge of supply strategies, forecasting, transportation and inventory management.

### **Objectives:**

Key objectives of Post Graduate Diploma in SCM are:

- To provide basic understanding, concepts and practices about effective Supply Chain Management.
- To develop students to work in SCM positions efficiently and effectively.

- To help SCM professionals in their career advancement and growth.

### **Duration:**

Total duration of the diploma in Supply Chain Management would be 1 year, comprising 2 semesters. Students would be required to study 10 courses of 3 credit hours each (total 30 credit hours course load).

### **Target Market:**

- Graduated students with interest in logistics and supply chain
- Professionals and Managers associated with Logistic / Supply Chain Management
- Supply chain specialists (working in *but not limited to* commercial, profit/not-profit, medical, military and academic organizations)

### **Eligibility:**

Applicants with at least 14 years of education in any discipline (BA/BSc/BCom/BBA/Associate Degree Programs 2-years) from HEC recognized institution with at least second division (45% marks) would be eligible to apply.

### **Admission Procedure:**

- i. Admission in Post Graduate Diploma in Supply Chain Management is proposed to be offered. Applications will be invited through the daily newspapers/ AIOU website and other advertisements as per AIOU policy.
- ii. The candidates will be required to deposit fee in the designated branches of banks.
- iii. For guidance, visit university website for online admission.

**Medium of Instruction:**

The medium of instruction and examination is English Language.

**Scheme of Studies:**

The Post Graduate Diploma program is offered with the specialization in Supply Chain Management. The semester wise offering of courses are as under:

**FIRST SEMESTER**

| S. # | Codes | Course Title                            | Credit Hours |
|------|-------|---|--------------|
| 1    | 9501  | Fundamentals of Business                | 3            |
| 2    | 9502  | Professional Communication              | 3            |
| 3    | 9503  | Management Theory and Practice          | 3            |
| 4    | 9541  | Introduction to Supply Chain Management | 3            |
| 5    | 9505  | Computer Applications for Business      | 3            |

**SECOND SEMESTER**

|   |      |                                       |   |
|---|------|---------------------------------------|---|
| 1 | 9542 | Purchasing and Procurement Principles | 3 |
| 2 | 9545 | Production and Operations Management  | 3 |
| 3 | 9543 | Logistics Management                  | 3 |
| 4 | 9544 | Inventory and Material Management     | 3 |
| 5 | 9546 | Distribution Channels                 | 3 |

**Methods of Instruction:**

- i. The Post Graduate Diploma in Supply Chain Management would be offered through online mode.
- ii. The course outlines along with the required reading materials and assignments will be provided to the students.
- iii. The schedule of classes will be chalked out by the DRS office as per Credit Hours requirements provided by the department.
- iv. Workshop will be conducted for each course as per university policy.

**Evaluation Scheme:**

As per AIOU policy.

**Assignments:**

Students will submit two compulsory assignments of each course to their tutors as per schedule, who will return the same after marking and providing necessary academic guidance.

**Workshops and Presentations:**

Workshop will be conducted as per university policy.

**Assessment/Weightage:**

Assessment criteria as per revised rules and regulations of the university on page (v)

**Fee Structure:**

| Item  | Rate               |
|---|--------------------|
| Registration Fee:<br>(At the time of first admission) | <b>Rs.550/-</b>    |
| Admission Fee:<br>(At the time of first admission)    | <b>Rs.1100/-</b>   |
| Technology Fee: (in each semester)                    | <b>Rs.550/-</b>    |
| Course Fee: (per 3 credit hours) Rs.4290 x 5 =        | <b>Rs.21450/-</b>  |
| <b>Total Fee of First Semester:</b>                   | <b>Rs.23,650/-</b> |

**Requirements for Award of Post Graduate Diploma:**

Following are the requirements for the award of Post Graduate Diploma:

- i. Successful completion of all courses
- ii. The students who intend to discontinue PGD after first semester may be offered a certificate of passed courses as to be determined by university.

**PGD-ENTREPRENEURSHIP**

Entrepreneurship is a cross-functional approach which deals with the willingness to take risks and develop, organize and manage a business venture in a competitive global marketplace that is constantly evolving. Entrepreneurship is a key driver of our economy. Wealth and a high majority of jobs are created by small businesses started by entrepreneurially minded individuals, many of whom go on to create big businesses.

Entrepreneurship, adds value to the economy including educational institutes, commercial enterprises, social welfare departments, strategic organizations etc. That's why entrepreneurship education and its successful implementation would not only generate jobs and income; it will also facilitate innovation and stimulates transfer of wealth, knowledge, and skills. One can easily believe that Entrepreneurship is essential for a country economic growth and enduring progress. Even we cannot deny the contribution of entrepreneurship for the society.

Considering the significance of entrepreneurship for economy and society, the Post Graduate Diploma in Entrepreneurship has been developed to meet the needs of those professionals who want to establish and enhance insight into theoretical as well as practical knowledge of entrepreneurship & innovation management; strategies, theories, and challenges.

**Objectives:**

Key objectives of Post Graduate Diploma in Entrepreneurship are:

- To provide basic understanding, concepts and practices about entrepreneurship.
- To enable students to develop the insight needed to discover and create entrepreneurial opportunities.
- To equip students with knowledge and skills to successfully start and manage their own businesses to take advantage of these opportunities.
- To help entrepreneurship professionals in their career advancement and growth.

**Target Market**

- Graduated students with interest in entrepreneurship and innovation.
- Professionals associated with Entrepreneurship development activities/projects.
- Specialists working in but not limited to development sector and academic organizations.

**Duration:**

Minimum duration of the diploma in Entrepreneurship would be of 1 year, comprising 2 semesters. Students would be required to study 10 courses of 3 credit hours each (total 30 credit hours course load).

**Eligibility:**

Applicants with at least 14 years of education in any discipline (BA/BSc/BCom/BBA/Associate Degree Programs 2-years and others) from HEC recognized institution with at least second division (45% marks) would be eligible to apply.

**Admission Procedure:**

- i. Admission in Post Graduate Diploma in Entrepreneurship is proposed to be offered once/twice a year as decided. Applications will be invited through the daily newspapers/AIOU website and other advertisements as per AIOU policy.
- ii. The candidates will be required to deposit fee in the designated branches of banks or through TELECOS procedure.

**Medium of Instruction:**

The medium of instruction and examination would be English Language.

**Methods of Instruction:**

- i. The Post Graduate Diploma in Entrepreneurship will be offered through Open and Distance Learning Pedagogy-Blended Mode (online classes, workshops as well as tutorial support) all over Pakistan.
- ii. Students will be provided complete study material in soft form including assignments, course outlines and suggested readings.
- iii. Students will be provided tutorial support as per AIOU educational system.

**Evaluation Scheme**

As per AIOU policy.

**Assignments:**

Students will submit two compulsory assignments of each course to their tutors as per schedule for evaluation, who will return after upload the same after marking and providing necessary academic guidance.

**Workshops and Presentation**

At the end of each semester, workshops for the courses of this programme. Students would be required to deliver mandatory presentations of their 2<sup>nd</sup> assignments during workshop. No relaxation on any ground will be provided to the students in this regard.

### Scheme of Studies:

The Post Graduate Diploma program would be offered with specialization in Entrepreneurship. The semester wise offering of courses is as under:

#### FIRST SEMESTER

| S. No. | Codes | Course Title                       | Credit Hours |
|--------|-------|------------------------------------|--------------|
| 1      | 9501  | Fundamentals of Business           | 3            |
| 2      | 9502  | Professional Communication         | 3            |
| 3      | 9503  | Management Theory and Practice     | 3            |
| 4      | 9551  | Introduction to Entrepreneurship   | 3            |
| 5      | 9505  | Computer Applications for Business | 3            |

#### SECOND SEMESTER

| S. No. | Codes | Course Title                  | Credit Hours |
|--------|-------|-------------------------------|--------------|
| 1      | 9552  | Innovation Management         | 3            |
| 2      | 9553  | Entrepreneurial Finance       | 3            |
| 3      | 9554  | Marketing for Entrepreneurs   | 3            |
| 4      | 9555  | Entrepreneurial Supply Chain  | 3            |
| 5      | 9556  | New Venture Planning & Launch | 3            |

### Assessment/Weightage:

Assessment criteria as per revised rules and regulations of the university as on page (v).

### Fee Structure:

| Item  | Rate               |
|---|--------------------|
| Registration Fee:<br>(At the time of first admission) | <b>Rs.550/-</b>    |
| Admission Fee:<br>(At the time of first admission)    | <b>Rs.1100/-</b>   |
| Technology Fee: (in each semester)                    | <b>Rs.550/-</b>    |
| Course Fee: (per 3 credit hours) Rs.4290 x 5 =        | <b>Rs.21450/-</b>  |
| <b>Total Fee of First Semester:</b>                   | <b>Rs.23,650/-</b> |

### Requirements for Award of Post Graduate Diploma:

Following are the requirements for the award of Post Graduate Diploma:

- i. Successful completion of all courses
- ii. The students who intend to discontinue PGD after first semester may be offered a certificate of passed courses as to be determined by university.

## **FACULTY MEMBERS:**

1. **Dr Muhammad Majid Mahmood Bagram**  
Associate Professor/Chairman  
Ph: 051-9576616  
Email: majid\_mahmood@aiou.edu.pk
3. **Dr Adnan Riaz**  
Assistant Professor  
Ph: 051-9576625  
Email: adnan\_riaz@aiou.edu.pk
4. **Dr Salman Ali Qureshi**  
Assistant Professor  
Ph: 051-9576624  
Email: salman\_qureshi@aiou.edu.pk
5. **Dr Mubashar Hassan Zia**  
Assistant Professor  
051-051-9576623  
Mubashar.hassan@aiou.edu.pk
6. **Dr Ali Haider**  
Assistant Professor
7. **Mr Mahmood-ul-Hassan**  
Lecturer  
Email: mehmoood\_ul\_hassan@aiou.edu.pk
8. **Mr Sadar Ayub Khan**  
Lecturer  
Ph: 051-051-9576635  
Email: Sadar\_ayub@aiou.edu.pk
9. **Mrs Mobashira Hamid Alvi**  
Lecturer  
Ph: 051-051-9576638  
Email: Mobashira.alvi@aiou.edu.pk
10. **Syeda Attiya Rahat (on study leave)**  
Lecturer
11. **Mr Ahmed Hassan Jamal**  
Lecturer  
Ph: 051-051-9576634
12. **Mr Ehsan Javaid**  
Lecturer  
Ph: 051-9576637
13. **Staff:**  
Ph: 051-051-9576647, 051-9576601

## 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, PGD-Criminology, BS Sociology and various graduate and undergraduate level courses of Sociology, Anthropology, Population Studies, Community and Rural Development.

### Aims and Objectives of the Department

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.

### PGD-CRIMINOLOGY

In accordance with the vision of Allama Iqbal Open University and demand from the relevant stakeholders as well as current rising needs of the society, a new Postgraduate Diploma in Criminology is offered by the department of Sociology. The programme combines an emphasis on basic concepts and theoretical understanding of crime and criminal behavior as well as different approaches of criminal justice, crime detection and prevention.

### Objectives

The major objectives of the programme are:

- To provide students historical and theoretical understanding of the discipline through the study of various approaches and criminological perspectives.
- To introduce students to recent and contemporary debates and frameworks for analysis to enable them to understand, evaluate and compare arguments.
- To provide students an understanding of criminal justice system and strategies of crime detection and prevention.

### Duration

One year/A minimum of two semesters.

### Eligibility

Bachelor's degree/14-years of Education with at least/ Minimum, second division (45% marks)

### Scheme of Studies 1<sup>st</sup> Semester

| S. No. | Course Code | Course Title                                       | Credit Hours |
|--------|-------------|--|--------------|
| 1      | 4681        | Introduction to Sociology: Culture and Society     | 3            |
| 2      | 4685        | Sociology of Gender Issues: Theoretical Background | 3            |
| 3      | 4695        | Sociology of Child Rights and Child Development    | 3            |
| 4      | 9601        | Conflict Resolution                                | 3            |
| 5      | 9602        | Social Problems                                    | 3            |
| 6      | 9603        | Criminology  | 3            |

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

| S. No. | Course Code | Course Title  | Credit Hours |
|--------|-------------|---|--------------|
| 1      | 9604        | Criminal Justice System                               | 3            |
| 2      | 9605        | Theoretical Approaches on Crime and Criminal Behavior | 3            |
| 3      | 9606        | Crime Investigation                                   | 3            |
| 4      | 9607        | Methods of Social Research                            | 3            |
| 5      | 9608        | Social Stratification and Inequality                  | 3            |
| 6      | 9609        | Social Psychology                                     | 3            |

## PGD-POPULATION AND DEVELOPMENT

In accordance with the vision of Allama Iqbal Open University and demand from the relevant stakeholders as well as current rising needs of the society, a new Postgraduate Diploma in Population and Development is offered by the department of Sociology. The programme combines an emphasis on basic concepts and theoretical understanding of Demography as well as different approaches of population dynamics and its link with development of a society.

### Objectives

The major objectives of the programme are:

- To provide students historical and theoretical understanding of the Discipline through the study of various approaches and theories of population.

- To introduce students to recent and contemporary debates and frameworks for analysis to enable them to understand, evaluate and compare arguments
- To provide students an understanding of the basic development concepts and their link with population dynamics.

**Duration:** One year / A minimum of two semesters.

### Eligibility to Apply

Bachelor's degree/14-years of Education with at least/ Minimum, second division (45% marks)

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

| S. No. | Course Code | Course Title   | Credit Hours |
|--------|-------------|--|--------------|
| 1      | 4681        | Introduction to Sociology: Culture and Society                   | 3            |
| 2      | 4685        | Sociology of Gender Issues: Theoretical Background               | 3            |
| 3      | 4686        | Introduction to Sociology: Social Change and Social Institutions | 3            |
| 4      | 4684        | Population Studies   | 3            |
| 5      | 4693        | Sociology of Development   | 3            |
| 6      | 9602        | Social Problems  | 3            |

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

| S. No. | Course Code | Course Title                  | Credit Hours |
|--------|-------------|-------------------------------|--------------|
| 1      | 9610        | Dynamics of Population Change | 3            |
| 2      | 9611        | Community Development         | 3            |
| 3      | 9612        | Population and Development    | 3            |
| 4      | 9607        | Methods of Social Research    | 3            |
| 5      | 9613        | Sociology of Health           | 3            |
| 6      | 9609        | Social Psychology             | 3            |

### Medium of Instruction for both the PGDs

Medium of instruction is English

### Instructional Methodology for PGDs Assessment

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

#### Assignments

Assignments are those written evaluation criteria as on page (v) 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 submit these assignments on LMS within a time schedule for assessment. The tutor is supposed to return the same (Through LMS) after marking and providing necessary academic guidance.

The successful completion of assignments will make you eligible to take final exam to be held at the end of semester. To qualify each assignment, you have to obtain minimum 40% marks.

#### Workshops

Workshops for the PGD Courses will be held at LMS online as decided by the university from time to time.

#### Final Examination

As per AIOU policy.

### Fee Tariff (for PGD)

|  |                    |
|--|--------------------|
| <b>Registration Fee:</b><br>(at 1 <sup>st</sup> admission in University) | <b>Rs.550/-</b>    |
| <b>Admission Fee:</b><br>(at 1 <sup>st</sup> admission in Programme)     | <b>Rs.1100/-</b>   |
| <b>Technology Fee:</b>   | <b>Rs.550/-</b>    |
| Course Fee: (per 3 credit hours Rs.4290 x 6 =                            | <b>Rs.25,740/-</b> |
| <b>Total Fee for First Semester</b>                                      | <b>Rs.27,940/-</b> |

### Admission Procedure for:

- PGD in Criminology &
- PGD in Population and Development

Candidates are required to apply online for admission and complete all the fields carefully. Deposit the fee through designated bank to the university before the closing date.

### FACULTY MEMBERS

1. **Dr Syed Imran Haider**  
Associate Professor/Chairman  
Ph: 051-9576650, 051-9250083  
imran.haider@aiou.edu.pk
2. **Mrs Farhana Khattak**  
Assistant Professor  
Ph: 051-9576672
3. **Dr Nasim Khan Mahsud**  
Assistant Professor/Programme Coordinator PGD  
Population & Development  
Ph: 051-9576676  
nasim.khan@aiou.edu.pk
4. **Dr Asma Khalid**  
Assistant Professor  
asma.khalid@aiou.edu.pk  
Ph: 051-9576673
5. **Ms Aleena Saif**  
Lecturer  
Aleena.saif@aiou.edu.pk  
Ph: 051-9576687

## **POST GRADUATE DIPLOMA IN GENDER AND WOMEN STUDIES**

### **Introduction**

The Department of Gender and Women Studies offers one one-year program/minimum of two semesters) Those students who successfully complete 30 credit hours will be awarded a Post Graduate Diploma in Gender and Women Studies.

### **Eligibility Criteria**

2nd Class bachelor's degree from any HEC-recognized institution

### **Selection Process**

Direct Admission

### **Duration**

1 Year (2 semesters)

**AIOU Required Credit Hours**                      **30**

### **Medium of Instruction**

English/ Urdu

### **Teaching Methodology**

The study guides are available on the AIOU website. Online workshops are held online for each semester. The students must secure passing marks (50%) in assignments as well as in final exams to successfully complete the educational program.

### **Courses for PGD**

#### **Semester I**

1. Psychology of Gender-4641
2. Lifespan Development of Women: A Psychosocial Context-4642
3. Pakistani Khawateen Ka Sheri Adab Mein Kirdar-4643
4. Pakistani Khawateen Ka Nasri Adab Mein Kirdar-4644

#### **Semester II**

1. Research Methods in Gender Studies-4645
2. Applied Statistics in Gender Studies-4646
3. Feminist Debates on Gender Inequalities-4647
4. Feminism and Islam-4648
5. Sociological Theory I-4682
6. Sociology of Gender Issues I-4685

|           |        |
|-----------|--------|
| Admin Fee | 1100   |
| Reg Fee   | 550    |
| Tech Fee  | 550    |
| Can Fee   | 9,960  |
| Total Fee | 12,160 |

## **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 Department
4. Secondary Teacher Education
5. Science Education
6. Special Education

### **Programmes of Faculty of Education**

The Faculty has developed and launched more than 275 courses in various disciplines from SSC to PhD level programmes. It is now fully recognized by both the government of Pakistan and International agencies as the prime national provider of professional education and training at all levels.

### **The faculty is offering the following academic programmes:**

- PhD (Education) (MPhil Based) Elementary Teacher Education
- PhD Education (MPhil Based) Distance, Non-Formal and Education Specialization
- PhD Education (MPhil Based) Educational Planning and Management Specialization
- PhD Education (MPhil Based) Teacher Education Specialization
- PhD Education (MPhil Based) Special Education Specialization
- PhD Education (MPhil Based) Science Education
- MPhil (Education) Distance & Non Formal Education
- MPhil (Education) Educational Planning & Management
- MPhil (Education) Elementary Teacher Education
- MPhil (Education) Teacher Education
- MPhil (Education) Special Education
- MPhil (Education) Science Education
- MEd (Distance and Non-Formal Education)

- MEd (Science Education)
- MEd (Special Education)
- MEd (one year) Elementary Education
- MEd (Teacher Education)
- MA (Distance and Non-Formal Education)
- MA (Educational Planning and Management)
- MA (Elementary Teacher Education)
- MA (Teacher Education)
- MA (Special Education)
- BEd (Bachelor of Education) 1.5 year
- BEd (Bachelor of Education) 2.5 year
- BEd (Bachelor of Education) 4 year
- PG (Diploma Educational Planning & Management)
- PG (Diploma in Special Education)
- Associate Degree in Education (2 year)
- SSC Level Courses Related to the Faculty
- HSSC Level Courses Related to the Faculty
- BA Level Courses Related to the Faculty
- Non Credit Research Courses

**Dr Muhammad Sami Ullah**

Assistant Professor, Ph: 051-9057851

**Dr Syed Nasir Hussain Shah**

Assistant Professor  
Phone: 051-9057275

**Dr Jahan Ara Shams**

Assistant Professor  
Phone: 051-9057278

**Dr Rukhsana Durrani**

Lecturer/Programme Coordinator  
Phone: 051-9057412  
Email: rukhsana.durrani@aiou.edu.pk

**Dr Mubeshera Tufail**

Lecturer, Ph: 051-9057716

**Mr Salman Khalil**

Lecturer, Ph: 051-9057718  
Email: salman.khalil@aiou.edu.pk

## **DEPARTMENT OF EDUCATIONAL PLANNING, POLICY STUDIES AND 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 (EPM) (ELM), MA (EPM), MPhil and PhD in Education. The courses of these programmes are attained to the field requirements of target personnel in the areas of educational planning and management.

### **PGD-EDUCATIONAL PLANNING AND MANAGEMENT (EPM)**

The programme of Educational Planning and Management (EPM) is the first Master's degree venture of the Allama Iqbal Open University. The early courses of the EPM were launched in 1976 under the Institute of Education. In 1984, when the status of the Institute of Education was raised to the Faculty of Education the Department of Educational Planning and Management was created within the Faculty of Education to organize the EPM programmes. The Department of EPM offers courses of study in the professional areas of Educational Planning and Management which are aimed at producing a cadre of professionals for educational institutions and

organizations of the country for all levels of planning and management jobs.

#### **1) Objectives of Program**

To produce a cadre of professionals for educational institutions and other organizations of the country for all levels of managerial and administrative jobs by equipping them with the knowledge and skills of educational planning and management.

#### **2) Duration of Program**

PGD-Educational Planning & Management comprises 30 credit hours with one-year duration.

#### **3) Admission criteria/eligibility**

A graduate with second division is eligible to apply for admission to PGD in Educational Planning and Management.

#### **4) Semester-wise scheme of study with credit hours**

##### **First Semester**

| <b>Course Code</b> | <b>Course title</b>                       | <b>Cr. Hrs</b> | <b>Category</b> |
|--------------------|---|----------------|-----------------|
| 6557               | Basic Concepts of Educational Planning-I  | 3              | Comp            |
| 6558               | Basic Concepts of Educational Planning-II | 3              | Comp            |
| 6561               | Plan Implementation and Management-I      | 3              | Comp            |
| 6562               | Plan Implementation and Management-II     | 3              | Comp            |

## 2nd Semester

|      |   |           |      |
|------|---|-----------|------|
| 6559 | Processes of Educational Planning-I                 | 3         | Comp |
| 6560 | Processes of Educational Planning-II                | 3         | Comp |
| 6563 | Curriculum Planning and Evaluation-I                | 3         | Comp |
| 6564 | Curriculum Planning and Evaluation-II”              | 3         | Comp |
| 6567 | Development Education-I                             | 3         | Elec |
| 6568 | Development Education-II                            | 3         | Elec |
| 6571 | Project Implementation, Monitoring & Evaluation -I  | 3         | Elec |
| 6572 | Project Implementation, Monitoring & Evaluation -II | 3         | Elec |
| 6573 | Population Education-I                              | 3         | Elec |
| 6574 | Population Education-II                             | 3         | Elec |
|      | <b>Total Credit Hours:</b>                          | <b>30</b> |      |

## Fee Tariff

|  |                    |
|--|--------------------|
| Registration Fee:<br>(once at the time of 1 <sup>st</sup> admission in University) | <b>Rs.550/-</b>    |
| Admission Fee:<br>(once at the time of 1 <sup>st</sup> admission in University)    | <b>Rs.1100/-</b>   |
| Technology Fee:<br>(per student per semester)                                      | <b>Rs.550/-</b>    |
| Course Fee: (per 3 credit hours) Rs.2490 x 4 =                                     | <b>Rs.9,960/-</b>  |
| <b>Total fee for 1<sup>st</sup> Semester</b>                                       | <b>Rs.12,160/-</b> |

## Note:

1. Students can take course work equivalent to 18 credit hours in a semester (Except 1st Semester)
2. A student must opt courses in pair (I & II) **Award of degree** Post graduate diploma in Educational Planning and Management can be awarded only when the students have completed 30 credit hours.

## 3. Method of Instructions:

Medium of instructions for PGD (EPM) is English.

**Online Mode:** Online Learning Management System and typed assignments shall be included.

## 4. Evaluation Scheme:

### i. Assignments

Two assignments for each course (100+100 marks)

### ii. Workshops

A week long workshop for each course will be held at the end of each semester at AIOU Main Campus Islamabad/ online. Participation in the workshop is mandatory.

### iii. Presentation

Nil

### iv. Final/Mid-Term Examination

One 100 marks final written paper of each course

### **1) Fee structure**

PGD (EPM) candidates may not submit the fee. They should submit only the admission form with all the relevant attested documents including experience certificates to the EPPSL department, AIOU, Islamabad. After determination of the merit, selected candidates will be offered to submit their fee within stipulated period.

### **Research Work/Thesis Project (if Applicable)**

Not Applicable

### **Concluding Remarks**

Note: Admission Form with all credentials and experience certificates must be sent to the following address:

#### **Chairperson**

Dr Afshan Huma

afshan.huma@aiou.edu.pk

Educational Planning,

Policy Studies & Leadership Department

Faculty of Education AIOU,

Sector H – 8, Islamabad.

Ph: 051-9574350, 051-9574395, 051-9250059

#### **Program Coordinator**

Dr Muhammad Zafar Iqbal

mzafar.iqbal@aiou.edu.pk

Ph: 051-9574375, 051-9574395

## **PGD-EDUCATIONAL LEADERSHIP AND MANAGEMENT (ELM)**

### **1. Introduction:**

The diploma in Educational Leadership and Management is a one-year program. The aim of this program is to inculcate leadership and managerial skills in prospective in-service school principals. This innovative program is designed to prepare individuals for leadership role improving prepare individuals for leadership role improving teaching and learning through improving management and administration of school. This program will prepare exemplary leaders with strong commitment to educational change.

The aim of Educational Leadership and Management program is to serve current and future educational leaders in Pakistan by offering advance learning opportunities in educational leadership and engaging in scholarly activities to advance knowledge and practice in the field of educational leadership.

### **2. Objectives of the Programme:**

- (i) To produce a cadre of professional for educational institutions and other organizations of the country for all level of managerial and administrative job by equipping them with the knowledge and skills of educational leadership and management.
- (ii) To prepare and guide interested students for pursuing higher studies and research in (EPM)

### 3. Duration:

- Duration of PDG ELM programme is one year comprising 2 Semester. A student will have to successfully complete 30 credit hour course including research project.
- Mode of study will be English

### 4. Eligibility for Admission:

- i. Applicant having 14 years of Education from HEC recognized institution with at least 2<sup>nd</sup> division (45%) marks or equivalent CGPA are eligible to apply.
- ii. PGD (ELM) candidates will not submit the fee they should submit only the admission form with all the relevant attested documents including experience certificates to the concerned department Chairman AIOU Islamabad.
- iii. After determination of the merit, selected candidates will be offered to submit their fee within stipulated time period.

### 5. Semester Course Detail:

#### First Semester:

| Course Code | Course Titles             | Credit Hours |
|-------------|---------------------------|--------------|
| 1645        | Educational Leadership    | 03           |
| 1647        | Instructional Supervision | 03           |
| 1646        | Organizational Leadership | 03           |
| 1648        | Institutional Development | 03           |
| 1649        | Educational Research      | 03           |

#### Second Semester:

| Course Code | Course Titles                       | Credit Hours |
|-------------|-------------------------------------|--------------|
| 1690        | School Administration & Supervision | 03           |
| 1691        | School Community Relations          | 03           |
| 1692        | Comparative Perspective of ELM      | 03           |
| 1693        | Educational Resource Management     | 03           |
| 1694        | Research / Project                  | 03           |

### 6. Fee Tariff:

|   |                    |
|---|--------------------|
| <b>Registration Fee:</b><br>(once at the time of 1 <sup>st</sup> admission in University) | <b>Rs.550/-</b>    |
| <b>Admission Fee:</b><br>(once at the time of 1 <sup>st</sup> admission in University)    | <b>Rs.1100/-</b>   |
| <b>Technology Fee:</b><br>(per student per semester)                                      | <b>Rs.550/-</b>    |
| Course Fee: (per 3 credit hours) $Rs.4290 \times 5 =$                                     | <b>Rs.21,450/-</b> |
| <b>Total Fee for First Semester</b>   | <b>Rs.23,650/-</b> |

**Note:** PGD degree in ELM can be awarded only when the student has completed 30 credit hours.

There are two modes

**(i) Correspondence mode**

In which printed learning material and hand written assignments are included. Study material will be available on AIOU website only.

**(ii) Online Mode**

Online Learning Management System (LMS) and typed assignments shall be included.

**Evaluation Scheme**

As per AIOU policy.

**Assignments**

Two assignments for each course (100+100 marks)

**Workshops**

Workshop for each course will be held at the end of each semester at AIOU Main Campus Islamabad/ online. Participation in the workshop is mandatory.

**Final/Mid-Term Examination**

100 marks final written paper of each course will be taken.

**Fee**

The student will select at the end of each semester admission form with all the relevant attested documents including experience certificates will be sent to the EPPSL department, AIOU, Islamabad. After determination of the merit, selected candidates will be offered to submit their prescribed fee within stipulated period.

**Research Work/Thesis Project (Applicable)**

The research project is the part of academic programme so students will conduct research and submit its report; viva voce will be taken as well.

**Note:** Apply for admission online only.

**Incharge**

Dr Afshan Huma

afshan.huma@aiou.edu.pk

Educational Planning,

Policy Studies & Leadership Department

Faculty of Education AIOU

Sector H – 8, Islamabad.

Ph: 051-9574350, 051-9574395, 051-9250059

**Program Coordinator**

Dr Farkhunda Rashid

Farkhunda.rasheed@aiou.edu.pk

Ph: 051-9574373, 051-9574395

## **DEPARTMENT OF NUTRITIONAL SCIENCES & ENVIRONMENTAL DESIGN**

### **INTRODUCTION**

Pakistan is a developing country, and it is the need of the hour to improve standard of education in all disciplines especially in science and technology in order to better cope with the challenges of 21<sup>st</sup> century. The Department was first established in 1981. During last few decades the Department has developed a range of professional programs in Health and Nutrition, Environmental Design and Home Economics. Multipurpose teaching/ research labs for Food and Nutrition and Environmental Design programs has been set up in order to provide a comprehensive environment for imparting practical training and research at the main campus.

### **AIMS & OBJECTIVES**

1. To upgrade and update the skills & knowledge of professionals in various fields of applied sciences.
2. To prepare learners for the career related disciplines considering the professional interests of individuals in the areas of Health, Food Science, Nutrition, Dietetics, Environmental Design and Home Economics.
3. To prepare the individuals/professionals for the development and up gradation of community & sustainable environment.
4. To enable the individuals to integrate and apply knowledge and skills of Basic Sciences, Home Economics & Applied Sciences for their professional development.

The Department has produced scientific/value added and professional programs/courses in the areas of Health, Food & Nutrition, Home Economics and Environmental Design. The courses are now being offered under basic functional to post-graduate, MPhil and PhD level programs. Many of these courses are supported with audio-visual programs.

Currently the Department is offering the following programs:

1. Ph. D Food and Nutrition
2. MS Community Health & Nutrition
3. MS Environmental Design
4. M.Sc Public Nutrition
5. M.Sc Sustainable Environmental Design
6. Postgraduate Diploma in Environment, Health and Safety
7. Undergraduate level Home Economics and Health courses

### **PGD-ENVIRONMENT, HEALTH AND SAFETY**

The Department is offering PGD in Environment, Health & Safety (EHS) which provides the benefits to professionals who work for the federal, state or local government as well as for industries, factories and mines etc. EHS aims to prevent and reduce accidents, emergencies, and health issues at workplace, along with any other environmental damage that could result from work practices. The novelty of EHS program is that it will train the specialists as master trainers who can protect the well-being of public and also ensure the environmental regulations that meet the employees and workplace safety standards.

## 1. OBJECTIVES

- i. To develop a strong understanding of Environment and Occupational Health & Safety (EHS) amongst the professionals.
- ii. To develop the skill set for planning, execution and analysis for EHS.
- iii. To be able to evaluate the existing work practices and how they can be improved to enhance the safety and wellness of the users and employees.
- iv. To train professionals to be able to get certified in international standard EHS certifications.
- v. To increase the human resource with EHS expertise which in turn would help increase country's compliance to various EHS regulations.

## 2. ELIGIBILITY CRITERIA

Students having minimum of 14 years of formal education with at least 2<sup>nd</sup> division as per university rules in any field from accredited Colleges, Universities, in Pakistan or abroad are eligible to apply for admission.

## 3. SCHEME OF STUDIES

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

| Sr. No | Title of the Course   | Course Code | Credit Hours |
|--------|---|-------------|--------------|
| 1.     | Foundation in Occupational Health & Safety                                      | 7439        | 4(4+0)       |
| 2.     | Health and Safety Management System – I (Organizing, Planning & Implementation) | 7440        | 4(3+1)       |
| 3.     | Health and Safety Management System – II (Monitoring and Auditing)              | 7441        | 4(3+1)       |
| 4.     | Electrical and Fire Hazards   | 7442        | 3(2+1)       |

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

|    |  |      |        |
|----|--|------|--------|
| 1. | Physical and Psychological Hazards                       | 7443 | 4(3+1) |
| 2. | Equipment and Machine Related Musculoskeletal Hazards    | 7444 | 4(3+1) |
| 3. | Chemical and Biological Health Hazards                   | 7445 | 4(3+1) |
| 4. | Waste Management (Environmental, Health & Safety Issues) | 7446 | 3(3+0) |

#### 4. TEACHING METHODOLOGY

AIOU employs blended mode of learning (online teaching, assignments, practical activities and final exam) as methodology of instruction.

#### 5. ATTENDANCE

Attendance in teaching sessions is compulsory.

#### 6. ASSESSMENT

The distribution of the marks of each course work of PGD shall be as follows:

- a) Attendance 10%
- b) Quiz 20%
- c) Continuous Assessment 20%
- c) Final Examination 50%

Total: 100% (Pass percentage in each component will be 50%)

#### 7. FEE STRUCTURE

| Item   | Rates               |
|--|---------------------|
| <b>Admission Fee:</b> (This fee will be paid with the fee of first semester. | <b>Rs. 1100/-</b>   |
| <b>Registration Fee:</b><br>Once at the time of Admission                    | <b>Rs. 550/-</b>    |
| <b>Technology Fee:</b>   | <b>Rs. 550/-</b>    |
| <b>Course Fee:</b> (per credit hour)   | <b>Rs. 1650/-</b>   |
| <b>Course Fee:</b> (per 3 credit hours 4500 x 4) =                           | <b>Rs.19,800/-</b>  |
| <b>Total Fee for 1<sup>st</sup> semester</b>                                 | <b>Rs. 22,000/-</b> |

#### 8. ATTAINMENT OF DIPLOMA

On successful completion of the diploma, the student will have to apply to the Controller of Examination for the issuance of Diploma.

**Note: Fee, scheme of studies or courses can be changed or upgraded as per AIOU policy from time to time.**

#### 9. Important Addresses and Telephone Numbers Contact Addresses (Academics)

1. **Prof. Dr. Hajra Ahmad**  
Chairperson  
051-9575500
2. **Dr. Zaheer Ahmed**  
Associate Professor,  
(Food Bio-Technology)  
zaheer.ahmed@aiou.edu.pk  
051-9057265
3. **Dr. Mahpara Safdar**  
Assistant Professor,  
(Human Nutrition)  
mahpara.jadoon@aiou.edu.pk  
051-9575524
4. **Dr. Muhammad Farooq Mustafa**  
Assistant Professor,  
(Environmental Science and Engineering)  
farooq.mustafa@aiou.edu.pk  
051-9575525

5. **Ms. Asma Afreen**  
Lecturer, (Food and Nutrition)  
asma.afreen@aiou.edu.pk  
051-9575523
6. **Ms. Rabeea Zafar**  
Lecturer,  
(Waste Management & Bio Technology)  
[Rabeea.zafar@aiou.edu.pk](mailto:Rabeea.zafar@aiou.edu.pk)  
051-9575534
7. **Ar. Nazia Iftakhar**  
Lecturer,  
(Architecture/Urban Planning)  
nazia.iftakhar@aiou.edu.pk  
051-9575532
8. **Ms. Faiza Azmat**  
Lecturer,  
(Human Nutrition & Dietetics)  
[Faiza.azmat@aiou.edu.pk](mailto:Faiza.azmat@aiou.edu.pk)  
051-9057743
9. **Ar. Omer Shujjat Bhatti**  
Research Associate  
(Environmental Design)  
omer.shujjat@aiou.edu.pk  
051-9057745

**Adjunct Faculty Members  
(PGD Environment, Health and Safety)**

1. **Imtiaz A. Aslam**  
Director,  
EDCONS Institute of Business &  
Technology (PVT) LTD, Islamabad.
2. **Muhammad Iqbal**  
Director, Zain Institute of Training and Consultancy in  
Occupational Safety Health & Environment,  
Islamabad.
3. **Ch. Muhammad Anwar**  
CEO, DANABA Trainings & Consultancy

## **GENERAL INFORMATION**

- i. The certificates/degrees of AIOU are equivalent to any other recognized Board/University.
- ii. A candidate is required to apply for admission (LMS) online only.
- iii. If an applicant does not receive any information regarding admission within three months from submission of application, he/she should presume no admission.
- iv. A course taken by any student cannot be changed during the semester. However, in real hardship cases, the change in courses will be allowed before the start of study period after deposit of prescribed fee. Study period schedule is available on AIOU website.
- v. The address of a student will not be changed during the semester.
- vi. On payment of the registration fee, each student will be issued a student ID. This number must be quoted in all the future correspondence along with the roll number, course(s), code numbers and semester.
- vii. Study material shall be available at the LMS and Website at their given addresses.
- viii. After confirmation of admission students are usually intimated about the part time tutors for each course through student CMS portal. If you do not found information about tutors, you are required to contact the concerned AIOU Regional Office immediately without any delay.
- ix. 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.
- x. 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.
- xi. It is the responsibility of the student to remain in touch with the department regarding the selected programme.
- xii. 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.
- xiii. After completion of a programme successfully, a student has to apply to Controller of Examinations for issuance of certificate/degree.

- xiv. The university reserves the right to change the contents of this prospectus without any prior notice as per university policy.
- xv. The student must inform the Admission Department in writing about admission mistakes within the period of 15 days, 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.
- xvi. Admission form received without prescribed fee, less fee or fee deposited after due date will not be considered in any case.
- xvii. 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 Examinations Department shall also issue certificate/ degree on the said name.
- xviii. 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.
- xix. The degree/diploma/certificate of the student will be quashed:
  - i) If any mistake found in compilation or declaration of result at any stage.
  - ii) If any candidate found ineligible for a degree/ diploma/certificate during the cross verification process of result and documents at any stage.

- iii) If found that candidate submitted forged/fake/ illegal document(s) in the University at any stage.

**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.

### **FEE DEPOSITING PROCEDURE**

The university has introduced a new method of depositing the fee and admission forms for the convenience of the students. For making the process more consistent and effective, the university has entered into a formal agreement. According to this agreement, the student can deposit the prescribed fee in any branch of all the

**First Woman Bank Ltd,  
Allied Bank Ltd,  
MCB Bank Ltd,  
United Bank Limited.**

The bank branch will issue a receipt of depositing the admission form and fee. This process will give relief to the students from making bank drafts and maintaining the records of the draft copies. It will also save the additional expenditure on draft making and mailing the admission forms to the university. In this way the admission forms and fee will safely reach the admission department.

## PROCEDURE OF FEE DEPOSIT THROUGH TELECOS

### Easypaisa

#### Through Easypaisa App

The account may be created after downloading the Easypaisa Mobile App from Playstore. For using this mode, student must have balance equal to his/her payable fee in Easypaisa mobile account. There are **no transactions charges**, if student use this mode to pay his/her fee. Following is the procedure of fee payment through Easypaisa App.

1. Login to Easypaisa App
2. Press “View All”
3. In “Payment” Section, select “Fee Collection”
4. Select “AIOU”
5. Enter “Challan Number”
6. Easypaisa App will show the payable amount & due date
7. Press “Pay Now”
8. Fee will be Paid and student will receive confirmation SMS from 3737
9. Student will write **Transaction ID** and **“Paid via Easypaisa App”** on the challan and admission form. Students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU

#### Through USSD String \*786#

The Easypaisa mobile wallet account may be created by dialing \*786#. For using this mode, student must have balance equal to his/her payable fee in Easypaisa mobile account. There are **no transactions charges**, if student use this mode to pay his/her fee. Following is the procedure of fee payment

through USSD string \*786#

1. Dial \*786#
2. Select “4” (Payments)
3. Select “7” (Fee Collections)
4. Select “99” (Next)
5. Select “AIOU”
6. Enter Challan No.
7. Screen will show the payable amount & due date
8. Enter Mobile Account PIN
9. Fee will be Paid and student will receive confirmation SMS from 3737
10. Student will write **Transaction ID** and **“Paid via Easypaisa786 String”** on the challan and admission form. Further, students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU.

#### Through Easypaisa Retailer (Agent) Shop/Telenor Franchise / Telenor Bank Branches

Fee can also be paid by visiting any Easypaisa Agent shop, Telenor franchise and Telenor Microfinance Bank branch. For using this mode, student has to pay **Rs.15 per transaction** in addition to the payable fee. Following is the fee payment procedure through this mode.

1. Student may visit any nearest Easypaisa Retailer (Agent) Shop, Telenor franchise or Telenor Microfinance Bank branch
2. Student will inform the retailer/franchisee/teller that he/she wish to pay fee of AIOU
3. Retailer/Franchisee/Teller will ask the student to share CNIC number, Mobile Number & Challan Number

4. Retailer/Franchisee/Teller will enter the Challan Number in his Easypaisa Tab/system
5. Tab/System will show the payable amount & due date
6. Student will hand-over the fee amount to retailer/franchisee/teller
7. Once the fee amount is handed over, the retailer/franchisee/teller will process the fee transaction
8. Fee will be paid and student will receive confirmation SMS from 3737 on mobile number. Transaction charges will be mentioned in the confirmation SMS
9. Student will write **Transaction ID** and **“Paid via Easypaisa Agent/Franchisee/Teller”** on the challan and admission form. Bank stamp will be embossed only in case the fee is paid through Telenor Microfinance Bank branches. Further students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU.

### Upaisa

#### Through Upaisa App

The account may be created after downloading the Upaisa Mobile App from Playstore. For using this mode, student must have balance equal to his/her payable fee in Upaisa mobile account. There are **no transactions charges**, if student use this mode to pay his/her fee. Following is the procedure of fee payment through Upaisa App.

1. Login to Upaisa App
2. Please click on “Payments”
3. Click on “AIOU”
4. Enter “Challan Number”
5. Upaisa App will show the payable amount

6. Press “Pay Now”
7. Fee will be Paid and student will receive confirmation SMS
8. Student will write **Transaction ID** and **“Paid via Upaisa App”** on the challan and admission form. Students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU.

#### Through USSD String \*786#

The Upaisa mobile wallet account may be created by dialing \*786#. For using this mode, student must have balance equal to his/her payable fee in Upaisa mobile account. There are **no transactions charges**, if student use this mode to pay his/her fee. Following is the procedure of fee payment through USSD string \*786#

1. Dial \*786#
2. Select “Payments”
3. Select “AIOU”
4. Enter Challan No.
5. Screen will show the payable amount
6. Student will enter his/her Mobile Number and PIN
7. Fee will be Paid & student will receive confirmation SMS
8. Student will write **Transaction ID** and **“Paid via Upaisa786 String”** on the challan and admission form. Students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU

#### Through Upaisa Agent Shop/Ufone Franchise /PTCS OSS/U Microfinance Bank Branches

Fee can also be paid by visiting any Upaisa Agent shop, Ufone franchise, PTCL One stop shop (OSS) and U Microfinance Bank branch. For using this mode, student has to pay **Rs.15/-**

**per transaction** in addition to the payable fee. Following is the fee payment procedure through this mode.

1. Student may visit any nearest Upaisa Retailer (Agent) Shop, Ufone Franchise, PTCL OSS or U Microfinance Bank branch
2. Student will inform the retailer/franchisee/teller that he/she wish to pay fee of AIOU
3. Retailer/Franchisee/Teller will ask the student to share CNIC number, Mobile Number & Challan Number
4. Retailer/Franchisee/Teller will enter the Challan Number in his Upaisa Tab/system
5. Tab/System will show the payable amount & due date
6. Student will hand-over the fee amount to retailer/franchisee/ teller
7. Once the fee amount is handed over, the retailer/franchisee/teller will process the fee transaction
8. Fee will be paid and student will receive confirmation SMS on mobile number. Transaction charges will be mentioned in the confirmation SMS
9. Student will write **Transaction ID** and **“Paid via Upaisa Agent/Franchisee/Teller”** on the challan and admission form. Bank stamp will be embossed only in case the fee is paid through U Microfinance Bank branches. Students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU

### **Jazz Cash**

#### **Through Jazzcash App**

The account may be created after downloading the Jazzcash Mobile App from Playstore. For using this mode, student must have balance equal to his/her payable fee in Jazzcash mobile account. There are **no transactions charges**, if student use this mode to pay his/her fee. Following is the procedure of fee payment through Jazzcash App.

1. Login to Jazzcash App

2. Please click on “Education Fee”
3. Select “Universities” from the Menu
4. Select “AIOU” from the Sub Menu
5. Enter “Challan Number”
6. Jazzcash App will show the payable amount and due date
7. Enter MPIN
8. Fee will be Paid & student will receive confirmation SMS
9. Student will write **Transaction ID** and **“Paid via Jazzcash App”** on the challan and admission form. Students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU

#### **Through USSD String \*786#**

The Jazzcash mobile wallet account may be created by dialing \*786#. For using this mode, student must have balance equal to his/her payable fee in Jazzcash mobile account. There are **no transactions charges**, if student use this mode to pay his/her fee. Following is the procedure of fee payment through USSD string \*786#

1. Dial \*786#
2. Select “Payments”
3. Select “Education Payments”
4. Select “AIOU”
5. Enter Challan No.
6. Screen will show the payable amount
7. Enter MPIN
8. Fee will be Paid & student will receive confirmation SMS
9. Student will write **Transaction ID** and **“Paid via Jazzcash786 String”** on the challan and admission form. Students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU.

**Through Jazzcash Agent Shop/Jazz Franchise /Mobilink Microfinance Bank Branches**

Fee can also be paid by visiting any Jazzcash Agent shop, Jazz franchise and Mobilink Microfinance Bank branch. For using this mode, student has to pay **Rs.20/- per transaction** in addition to the payable fee. Following is the fee payment procedure through this mode.

1. Student may visit any nearest Jazzcash Retailer (Agent) Shop, Jazz Franchise or Mobilink Microfinance Bank branch
2. Student will inform the retailer/franchisee/teller that he/she wish to pay fee of AIOU
3. Retailer/Franchisee/Teller will ask the student to share CNIC number, Mobile Number & Challan Number
4. Retailer/Franchisee/Teller will enter the Challan Number in his Jazzcash Tab/system
5. Tab/System will show the payable amount & due date
6. Student will hand-over the fee amount to retailer/franchisee/teller
7. Once the fee amount is handed over, the retailer/franchisee/teller will process the fee transaction
8. Fee will be paid and student will receive confirmation SMS on mobile number. Transaction charges will be mentioned in the confirmation SMS
9. Student will write **Transaction ID** and **“Paid via Jazzcash Agent/Franchisee/Teller”** on the challan and admission form. Bank stamp will be embossed only in case the fee is paid through Mobilink Microfinance Bank branches. Students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU.

Admission form (Original) to be sent to Directorate of Admission and Mailing through Post Office or any other courier service.

**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**

- (i) The Applicant/candidate/student who have submitted his/her fee for Admissions but do not wish to continue and applied for refund of fee before the start of his/her study period as per Academic Calendar available on the AIOU website corresponding to his/her respective semester i.e Autumn or Spring, the fees will be refunded after the deduction @ 10% of the total fee.
- (ii) The Applicant/Candidate who was not eligible but deposited the fee for admission and applied for refund within one year from the date of fee deposit, the fee shall be refunded after deduction @ 15% of total fee.
- (iii) The student who has deposited his/her fee in excess of due fee that total excess amount shall be refunded or adjusted as the case may be.

- (iv) The Treasurer Department shall verify the fee of students and shall send the case to the Audit Department for pre-audit.
- (v) The cheque will be issued to the candidate by the Campus Payment Section (CPS), Treasurer's Department.
- (vi) In the case of death, the full fee will be refunded through crossed cheque in favour of the Blood Relative of deceased student, after fulfilling all the codal formalities. The refund case must be submitted within one year of fee deposit.
- (vii) In case the students who are not allowed/granted admission to a program offered by the University due to less enrollment/non formation of viable group/non offering of courses, full fee will be refunded to them.
- (viii) If the admission of an Applicant/Candidate is not matured due to any reason beyond the control of the University or due to unforeseen issues, the whole paid fee, without any deductions shall be refunded to the respective applicant/candidate. The refund case must be submitted within one year of fee deposit.

### **DISABILITY COORDINATORS**

In compliance with Higher Education Commission (HEC) revised policy i.e., "Policy for students with disabilities at HEIs in Pakistan 2021", the following Officers have been appointed as Disability Coordinators to facilitate the students with disabilities at AIOU:

| Sr. # | Name of the Officer   | Telephone Nos. |
|-------|---|----------------|
| 1.    | Dr. Hira Ibrahim, Medical Officer   | 051-9571110    |
| 2.    | Mr. Umair Bin Nadeem, Assistant Director Press & Media, Directorate of Public Relations | 051-9571372    |

### **IMPORTANT TELEPHONE NUMBERS**

| Sr.# | Name                               | Telephone Nos.                      |
|------|------------------------------------|-------------------------------------|
| 1.   | Director Admissions                | 051-9250043<br>051-9250162<br>(Fax) |
| 2.   | Assistant Registrar (Mailing)      | 051-9250185                         |
| 3.   | Controller of Examinations         | 051-9250012                         |
| 4.   | Director Students Affairs          | 051-9250174                         |
| 5.   | Assistant Registrar (Postgraduate) | 051-9057403                         |

## PART-TIME REGIONAL COORDINATING ADDRESSES

| Sr. # | Region     | Regional Coordinators  | Mobile #     |
|-------|------------|--|--------------|
| 1     | D. G. Khan | Mr. Tahir Hussain, Regional Coordinator, Allama Iqbal Open University, Assistant Professor, Govt. Graduat College, Tehisle & Distt. <b>Layyan</b>                                      | 0300-9542050 |
| 2     | D. G. Khan | Mr. Mohammad Ishaq, Regional Coordinator, Allama Iqbal Open University, Associate Professor(Rtd), Ward No.13, Tehil <b>Karo Lal Easan</b> Distt. <b>Layyah</b>                         | 0300-6765338 |
| 3     | D. G. Khan | Mrs. Naseem Akhtar Qureshi, Regional Coordinator, Allama Iqbal Open University, Principal (Rtd), Ward No.14/C, Kakkay wala, Tehsil <b>Kot Adu</b> Distt <b>Muzaffargarh</b>            | 0334-6211614 |
| 4     | D. G. Khan | Mr. Muhammad Adnan Saeed, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. Graduate College Tehsil & Distt. <b>Muzaffargarh</b>                                     | 0321-7800009 |
| 5     | D. G. Khan | Mr. Muhammad Imran Khan, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt Kaura Khan Associate Degree College for Boys Tehsil <b>Jotai</b> Distt. <b>Muzaffargah</b> | 0332-5278846 |
| 6     | Gilgit     | Mr. Imtiaz Hussain, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School Tehsil <b>Danyor</b> Distt. <b>Gulgit</b>  | 0346-5260815 |
| 7     | Gilgit     | Mr. Niamatullah, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School Tehsil & Distt. <b>Astore</b>   | 0315-7331152 |
| 8     | Gilgit     | Mr. Mahfuzullah, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Higher Secondary School, Tehsil <b>Darel</b> , Distt. <b>Diamir</b>                              | 0355-5355009 |
| 9     | Gilgit     | Mr. Ahmad Raza, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Girls High School, Tehsil <b>Chalt</b> , Distt. <b>Nagar</b>  | 0346-9239995 |
| 10    | Gilgit     | Mr. Mahboob Ali Shah, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School, Rawoshan Tehsil <b>Gupis</b> , Distt. <b>Ghizar</b>                             | 0355-5297902 |
| 11    | Hyderabad  | Mr. Khalid Nadeem, Regional Coordinator, Allama Iqbal Open University, HST, Govt. Boys High School Sanghar Tehsil <b>Sanghar</b>   | 0333-2911690 |

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|----|-----------|--|--------------|
| 12 | Hyderabad | Mr. Rasheed Ahmad, Regional Coordinator, Allama Iqbal Open University, HST, Govt. Shah Abdul Latif High School Tando Adam Tehsil <b>Tando Adam</b>                   | 0333-2881340 |
| 13 | Hyderabad | Mr. Kewal Rajpur, Regional Coordinator, Allama Iqbal Open University, HST, Govt. (N) S. M High School Tando Allah Yar Tehsil <b>Tando Allah Yar</b>                  | 0345-3703509 |
| 14 | Hyderabad | Mr. Muhammad Mobin, Regional Coordinator, Allama Iqbal Open University, Head Master (R), House No.B546, Qaim Khani Mohallah, Ward No. 06, Jhudo Tehsil <b>Jhudo</b>  | 0331-3891884 |
| 15 | Hyderabad | Mr. Haider Ali, Regional Coordinator, Allama Iqbal Open University, S.S.S, Govt. Higher Secondary School Odera Lal Station Hala Tehsil <b>Hala</b>                   | 0333-2851185 |
| 16 | Kalat     | Mr. Zareef Ahmed, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School, Tehsil <b>Bisma</b> , Distt. <b>Washuk</b>                        | 0332-2719913 |
| 17 | kalat     | Mr. Abdul Majeed, Regional Coordinator, Allama Iqbal Open University, Govt. Boys Middle School, Akram Colony, Tehsil <b>Hub</b> , Distt. <b>Lasbela</b>              | 0333-7977656 |
| 18 | Kalat     | Ms. Rubina Karim, Regional Coordinator, Allama Iqbal Open University, SPET, Govt. Girls Model High School, Tehsil & Distt. <b>Khuzdar</b>                            | 0333-7965350 |
| 19 | Kalat     | Mr. Rasool Bakhsh, Regional Coordinator, Allama Iqbal Open University, SAT, Govt. Model High School, Bara Bgh, Tehsil <b>Bela</b> Distt. <b>Lasbela</b>              | 0332-8202275 |
| 20 | Kalat     | Mr. Mohammad Akram, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Bos High School, Puran Tehna, Tehsil <b>Mangocher</b> , Distt. <b>Kalat</b>       | 0331-5957909 |
| 21 | Kalat     | Mr. Muhammad Asif, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School, Labortry, Distt. <b>Mastung</b>                                  | 0333-7966627 |
| 22 | Kalat     | Mr. Muhammad Juman, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. College of Elementary Education Tehsil, <b>Uthal</b> , Distt. <b>Lasbela</b> | 0333-2875203 |
| 23 | Kalat     | Mr. Ejaz Ahmed, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. Higher Secondary School, Toba, Tehsil <b>Gidder</b> , Distt. <b>Surab</b>      | 0334-2940443 |
| 24 | Kalat     | Mr. Muhammad Ramzan, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School, Tehsil <b>Wadh</b> , Distt. <b>Khuzdar</b>                     | 0333-2873108 |

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|----|---------|---|--------------|
| 25 | Larkana | Mr. Abdul Baqi, Regional Coordinator, Allama Iqbal Open University, HST, Govt. (P), Smam High School, Tehsil & District Jacobabad.  | 0333-7341353 |
| 26 | Larkana | Mr. Shabir Ahmed Mahar, Regioanl Coordinator, Allama Iqbal Open University, Headmaster, Govt. Qazi Habibullah Higher Secondary School, Tehsil & District Shikarpur              | 0333-7270558 |
| 27 | Larkana | Mr. Imdad Ali, Regional Coordinator, Allama Iqbal Open University, HST (Rtd.) Vilage Jado Kalhore, Post Office Gari Yasin, Gari Yasin/Khanpur Tehsil Khanpur District Shikarpur | 0302-3467511 |
| 28 | Mardan  | Dr. Iftikhar Ali, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt.High School, Galla, Tehsil <b>Katlang</b>  | 0346-9354577 |
| 29 | Mardan  | Mr. Muhammad Ayaz, Reginal Coordinator, Allama Iqbal Open University, SST, Govt.High School, Asota Sharif, Tehsil <b>Razzar</b> , Distt. <b>Swabi</b>                           | 0313-6692788 |
| 30 | Mardan  | Mr. Khurshid Khan, Regional Coordinator, Allama Iqbal Open University, Principal, Govt.High School, Teshil <b>Takht Bhai</b> , Distt. <b>Mardan</b>                             | 0300-9300988 |
| 31 | Mardan  | Mr. Ghaza Bacha, Regional Coordinator, Allama Iqbal Open University, Subject Specialist, Govt.Higher Secondary School, Kunda Tehsil <b>Lahore</b> , Distt. <b>Swabi</b>         | 0317-5686975 |
| 32 | Mardan  | Mr. Gulzar Ali, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. High School,Charguli Tehsil <b>Rustam</b> Distt. <b>Mardan</b>                            | 0348-0661928 |
| 33 | Moro    | Mr. Ali Nawaz, Regional Coordinator, Allama Iqbal Open University, Lecturer, Ustad Bukhari Govt. Degree College, Tehsil & District <b>Dadu</b>                                  | 0311-2237536 |
| 34 | Moro    | Mr. Shahd Pisand Chandio, Regional Coordinator, Allama Iqbal Open University, Assistant Professor, Govt.Degree College, Tehsil <b>Khairpur Nathan Shah</b> District <b>Dadu</b> | 0300-3255377 |
| 35 | Moro    | Pir Muhammad Rind, Regional Coordinantor, Allama Iqbal Open University,HST, Govt. Boys High School,Tehsil <b>Sehawan</b> District <b>Jamshoro</b>                               | 0300-3213824 |

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| 36 | Moro         | Mr. Shakeel Ahmed, Regional Coordinator, Allama Iqbal Open University, HST, Govt. High School Nya Madrasa Ghulam Rasool Shah Colony, Tehsil <b>Nawab Shah</b> District <b>Shaheed Benazir Abad</b> | 0300-3223288 |
| 37 | Moro         | Mr. Ghulam Rasool, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. Boys Primary School, Mari Jalbni, Tehsil <b>Sakrand</b> District <b>Shaheed Benazir Abad</b>              | 0300-3003060 |
| 38 | Moro         | Mr. Rahim Bux, Regional Coordinator, Allama Iqbal Open University, HST, Govt. High School, Morath Tehsil <b>Kandiaro</b> District <b>Nausharo Feroze</b>   | 0300-3214071 |
| 39 | Multan       | Mr. Naveed Sajid, Regional Coordinator, Allama Iqbal Open University, Assistant Director, Office of the CEO (DEA), Tehsil <b>Mian Channu</b> , Distt. <b>Khanewal</b>                              | 0302-4180149 |
| 40 | Multan       | Mr. Muhammad Akmal, Regional Coordinator, Allama Iqbal Open University, SST, Govt. High School, Kukkar Hatta, Tehsil <b>Kabirwala</b> , Distt. <b>Khanewal</b>                                     | 0308-6972997 |
| 41 | Multan       | Mr. Muhammad Akram Shad, Regional Coordinator, Allama Iqbal Open University, SST, Govt. High School, 84-M, Tehsil <b>Jalalpura Pirwala</b> , Distt. <b>Multan</b>                                  | 0307-4316650 |
| 42 | Multan       | Mr. Munawar Hussain Kamal, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. High School, Talkot Tehsil <b>Shuja Abad</b> , Distt. <b>Multan</b>                           | 0302-7304121 |
| 43 | Muzaffarabad | Mr. Bashir Ahmed Malik, Regional Coordinator, Allama Iqbal Open University, Principal (Rtd) C/O Boys Degree College, Tehsil Patikka Distt. <b>Muzaffarabad</b>                                     | 0310-1232355 |
| 44 | Muzaffarabad | Mr. Zia Arif Awan, Regional Coordinator, Allama Iqbal Open University, SST-17, C/O Hamdani Book Dept. Main Bazar, Tehsil Hattian, Distt. Jhelum Valley, <b>Hattian</b>                             | 0345-5594444 |
| 45 | Muzaffarabad | Malik Mushtaq Ahmed, Regional Coordinator, Allama Iqbal Open University, Principal-19, Govt. Girls Degree College, Tehsil Leepa, Distt. Jhelum Valley, <b>Leepa</b>                                | 0355-8155551 |

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| 46 | Muzaffarabad | Mr. Khurshid Hassan Awan, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys Pilot High School, <b>Tehsil Chikkar</b>                        | 0345-9582405 |
| 47 | Muzaffarabad | Mr. Mushtaq Ahmed Mughal, Regional Coordinator, Allama Iqbal Open University, Librarian, C/O govt. Girls Degree College, <b>Tehsil Authmuqam</b>              | 0355-8153705 |
| 48 | Muzaffarabad | Mr. Shahjahan, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys Degree College, <b>Tehsil Sharda</b>                                       | 0355-6601010 |
| 49 | Peshawar     | Mr. Gohar Khan, Regional Coordinator, Allama Iqbal Open University, Principal Govt. High School No. 02, Jamrud Tehsil <b>Khyber</b>                           | 0333-9330321 |
| 50 | Peshawar     | Mr. Hayat Ullah, Regional Coordinator, Allama Iqbal Open University, Principal, Govt Higher Secondary School No. 02, Rajjar Charsadda Tehsil <b>Charsadda</b> | 0313-9173884 |
| 51 | Peshawar     | Syed Tahir Shah, Regional Coordinator, Allama Iqbal Open University, Dy. DEO (Male), Nowshera Tehsil <b>Nowshera</b>  | 0346-5665309 |
| 52 | Peshawar     | Mr. Inam Ullah, Regional Coordinator, Allama Iqbal Open University, Govt. Degree College, Ekka Ghund, Mohamand Tehsil <b>Mohamand</b>                         | 0301-8890889 |
| 53 | Sahiwal      | Rana Abid Ali Khan, Regional Coordinator, Allama Iqbal Open University, Dy. DEO, Office of Dy. DEO (EEM), Sahiwal   | 0301-6925775 |
| 54 | Sahiwal      | Mr. Muhammad Siddique, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. High School, N Block, Arifwala                                    | 0334-7192742 |
| 55 | Sahiwal      | Mr. Mushtaq Ali, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. High School, Pakpattan  | 0331-7157428 |
| 56 | Sahiwal      | Syed Tauqir Altaf, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. High School, CMR, Okara  | 0300-8697310 |
| 57 | Sahiwal      | Dr. Muhammad Yasin, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Model High School, Renala Khurd  | 0300-6956589 |
| 58 | Sahiwal      | Mr. Ejaz Ahmad, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. High School, Depalpur   | 0300-6969520 |

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|----|-----------|--|--------------|
| 59 | Swat      | Mr. Nasrullah Zeb, Regional Coordinator, Allama Iqbal Open University, Govt. Higher Secondary School Amnawar, Tehsil Daggar District Buner   | 0333-9704838 |
| 60 | Swat      | Mr. Faiz Ali Kha, Regional Coordinator, Allama Iqbal Open University, Subject Specialist, Govt. Higher Secondary School, Chuprial Matta Tehsil Matta District Swat                           | 0345-9223922 |
| 61 | Swat      | Mr. Muhammad Ayaz Khan, Regional Coordinator, Allama Iqbal Open University, Assistant Professor, Govt. Degree College Tehsil Puran District Shangla  | 0345-8530350 |
| 62 | Swat      | Mr. Faiz Ur Rehman, Regional Coordinator, Allama Iqbal Open University, Govt. Degree College Tehsil Alpurai District Shangla   | 0323-8538179 |
| 63 | Swat      | Mr. Muhammad Arif, Regional Coordinator, Allama Iqbal Open University, Headmaster (Rtd) Govt. High School Goda, Tehsil Kabal District Swat   | 034-59528291 |
| 64 | Timergara | Mr. Umar Farooq, Regional Coordinator, Allama Iqbal Open University, Subject Specialist, Govt. CM Higher Secondary School, Tehsil Dir Khas District Dir (Upper)                              | 0315-6899544 |
| 65 | Timergara | Mr. Hassan Said, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. Degree College Tehsil Lal Qilla District Dir (Lower)  | 0346-5083717 |
| 66 | Timergara | Mr. Khalil Ur Rehamn, Regional Coordinator, Allama Iqbal Open University, Head Master (Rtd), Govt. High School, Dheri Kot Village & Post Office Kot Malakand Tehsil Dargai District Malakand | 0334-9311036 |
| 67 | Timergara | Mr. Zia Ul Haq, Regional Coordinator, Allama Iqbal Open University, Govt. Post Graduate College, Tehsil Khas District Bajaur   | 0307-8566671 |
| 68 | Timergara | Mr. Momin Khan, Regional Coordinator, Allama Iqbal Open University, Govt. Higher Secondary School, Alladand Tehsil Batkhela District Malakand.   | 0346-9795778 |

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# ALLAMA IQBAL OPEN UNIVERSITY, REGIONAL NETWORK

## FEDERAL AREA ISLAMABAD

Adl. RD, Regional Campus, AIOU, Block-27, (Service Block) Sector H-8, ISLAMABAD. Ph: (051)9250171  
Email: rd\_isb@aiou.edu.pk

## PUNJAB

DRD, Regional Centre, AIOU, Street No.5, Major Tahir Sadiq Road, Dar-ul-Salam Colony, ATTOCK  
Ph: (057) 9316418  
E-mail: rd\_attock@aiou.edu.pk

ARD, Regional Campus, AIOU, Chak No. 12-A/BC, Near Airport Hasilpur Bypass Road, BAHAWALPUR.  
E-mail: rd\_bahawalpur@aiou.edu.pk

ARD, Regional Centre, AIOU, Opposite Allied Park, Near Food Godam Railway, Bypass Road, CHAKWAL  
Ph: (0543)553577  
E. mail: rd\_chakwal@aiou.edu.pk

RD, Regional Campus, AIOU, Railway Road, Near Veterinary Hospital, DERA GHAZI KHAN. Ph:(064) 9260387  
Email: rd\_dgkhan@aiou.edu.pk

RD, Regional Campus, AIOU, F-Block, Near STN Tower, Millat Town, FAISALABAD Ph: (041)9330790  
Email: rd\_faisalabad@aiou.edu.pk

RD, Regional Campus, AIOU, 10-X Block, Peoples Colony, GUJRANWALA.  
Ph: (055)9230253  
Email: rd\_gujranwala@aiou.edu.pk

DRD, Regional Campus, AIOU, Toba Road, Opposite Officers Colony, JHANG. Ph: (0477)631166  
Email: rd\_jhang@aiou.edu.pk

ARD, Regional Centre, AIOU, Ghaffar Chowk (Bhatta Corianwal), Main Road, KASUR CITY. Ph: 049-2723723  
Email: rd\_kasur@aiou.edu.pk

DRD, Regional Centre, AIOU, Near Under Pass, MIANWALI. Ph:(0459) 920024  
Email: rd\_mianwali@aiou.edu.pk

RD, Regional Campus, AIOU, CF-7, Shah Rukn-e-Alam Colony, Near Thana Stop, MULTAN . Ph:(061) 6772499  
Email: rd\_multan@aiou.edu.pk

ARD, Regional Centre, AIOU, Old Katchary Road, Amin Colony, NAROWAL  
Ph: (0542)413122  
Email: rd\_narawal@aiou.edu.pk

DRD, Regional Campus, AIOU, Hidayat Campus, Near Sheikh Zaid Airport. RAHIM YAR KHAN Ph: (0321)925429  
(0331)6783360 Email: rd\_rykhan@aiou.edu.pk

Adl. RD, Regional Campus, AIOU, House No.CB/190-A, Lane No.4, St.1, Near Maryam Memorial Hospital, Peshawar Road, RAWALPINDI. Ph: 051-9334265  
Email: rd\_rawalpindi@aiou.edu.pk

DRD, Regional Centre, AIOU, House No.268, St. 3 Saeed Mokol Colony near Imtiaz Hospital, SAHIWAL. Ph: (0409)330457  
Email: rd\_sahiwal@aiou.edu.pk

Adl. RD, Regional Centre, AIOU, H. 145, Muradabad Colony, Near Daewood Terminal, University Road, SARGODHA CANTT. Ph: (0483)211217  
Email: rd\_sargodha@aiou.edu.pk

DRD, Regional Centre, AIOU, Mohallah Mumtaz Pura, Haji Pura, Daska Road, SIALKOT. Ph:052-3241400  
Email: rd\_sialkot@aiou.edu.pk

DRD, Regional Centre, AIOU, House No. 166, Faisal Town, Opposite Govt. Boys Post Graduate College, VEHARI.  
Ph: (067)3360637  
Email: rd\_vehari@aiou.edu.pk

ARD, Regional Centre, AIOU, Opposite office of Punjab Food Authority, Near Railway Phattak, Main Chishtian Road, BAHAWALNAGAR. Ph: 063-9330012  
Email: rd\_bahawalnagar@aiou.edu.pk

Adl. RD Regional Centre, AIOU, Street No. 01, Jamil Town, Lahore Road, Near Superior College, SHEIKHUPURA.  
Ph: (056)3543041  
Email: rd\_sheikhupura@aiou.edu.pk

DRD, Regional Centre, AIOU, Mujahid Abad, Near Jada, Main G. T. Road, JHELUM. Ph: (0544)273378  
Email: rd\_jhelum@aiou.edu.pk

RD, Regional Campus, AIOU, 346 -Raza Block, Allama Iqbal Town, LAHORE  
Ph: (042)99333580  
Email: rd\_lahore@aiou.edu.pk

Superintendent/Incharge, Model Study Center, AIOU, Near Sat Sira Chowk Marala Road, MANDI BAHAUDDIN. Ph: (0546)571171  
Email: msc\_mbdin@aiou.edu.pk

## SINDH

DRD, Regional Centre, AIOU, Bungalow No.46, B1-8, Unit No.02, Railway Employee Housing Society, Autobahn Road Latifabad, Near Lal Qilla Restaurant, HYDERABAD. Ph: (022)9330053  
Email: rd\_hyderabad@aiou.edu.pk

Adl. RD, Regional Centre, AIOU, ST-6, D-1, Block No.14, Federal 'B' Area, KARACHI.  
Ph: (021) 99246099  
Email: rd\_karachi@aiou.edu.pk

DRD, Regional Centre, AIOU, Sachal Colony, Banglow No.67, Near City Hospital (Bakhtiar Park), LARKANA CITY. Ph: (074)4752263  
Email: rd\_larkana@aiou.edu.pk

ARD, Regional Campus, AIOU, Near Session Court Mai Bhaghi Chowk, MITHI, Ph (0232)920089  
Email: rd\_mithi@aiou.edu.pk

ARD Regional Centre, AIOU, Banglow/H. No. 74, Main Ghulamullah Raod Near City School Makli Society, THATTA Ph: (0298)920201  
Email: rd\_thatta@aiou.edu.pk

Adl. RD, Regional Centre, AIOU, Main National Highway, Rohri, Opposite Begum Nusrat Bhutto Women University, Arore, Taluka, Rohri, SUKKUR  
Email: rd\_sukkur@aiou.edu.pk

ARD, Noor Model Study Centre, AIOU, Old Girls College Hostel, Opp: DCO Office, UMER KOT. (0238) 920016  
Email: msc\_uk@aiou.edu.pk

ARD, Model Study Centre, AIOU, Plot # R-240, Block C, Bagh E Malir, District MALIR, Karachi  
Ph: 021-99333846  
Email: msc\_malir@aiou.edu.pk

Adl. RD, Regional Centre, AIOU, A Little Ahead of Dars Bus Stop Near Feroze Jamali Sahib's Bungalow on National Highway N.5, Moro. Ph: (0321)3139843  
Email: rd\_moro@aiou.edu.pk

Superintendent/Incharge, AIOU Model Study Centre, District Complex, Goli Maar Road, Kandkot, District Kashmir. Ph: 0722-921614  
Email: msc\_kandhkot@aiou.edu.pk

## KHYBER PAKHTUNKHWA

DRD, Regional Campus, AIOU, Murree Road, Adjacent B.I.S.E., ABBOTTABAD Ph:(0992)390925  
Email: rd\_abbottabad@aiou.edu.pk

ARD, Regional Centre, AIOU, Near BISE Peshawar Camp Office, Governor Cottage Road Goldoor, Chitral Town, District Lower, CHITRAL. Ph:(0943) 413811  
Email: rd\_chitral@aiou.edu.pk

ARD, Regional Campus, AIOU, Neil Kothi, Behind District Auditorium, District Courts, DERA ISMAIL KHAN Ph:(0966) 920168-920167. Email:rd\_dikhan@aiou.edu.pk

ARD, Regional Campus, AIOU, Plot No.14, Sector A-3, Phase V, Hayatabad PESHAWAR Ph:(091)9217603  
Email: rd\_peshawar@aiou.edu.pk

DRD, Regional Centre, AIOU, Bunglow No. 237, Sector-E, Sadberg Road, Sheikh Maitoon Township, MARDAN.  
Ph: (0937)840130  
Email: rd\_mardan@aiou.edu.pk

Adl. RD, Regional Centre, AIOU, House No.43, Sector A/2, Phase No. II, KDA, KOHAT. Ph: (092)2513881  
Email: rd\_kohat@aiou.edu.pk

DRD, Regional Centre, AIOU, College Colony, Opposite Shahuda Park, SAIDU SHARIF (SWAT) Ph:(0946)9240205  
Email: rd\_swat@aiou.edu.pk

ARD, Regional Centre, AIOU, Bangla No. 2, Village Andheri, Link Road, Balambat, TIMERGARA. Ph: (0945)821791  
Email: rd\_timergara@aiou.edu.pk

## BALUCHISTAN

ARD, Regional Centre, AIOU, Bus Stand Road, Near Ghazali Public School, Gola Chowk, DERA MURAD JAMALI Ph: 0838-710375  
Email: rd\_dmjamali@aiou.edu.pk

ARD, Regional Centre, AIOU, Near B & R Rest House, KALAT. Ph: 0844-210569  
Email: rd\_kalat@aiou.edu.pk

DRD, Regional Campus, AIOU, Eastern Bypass Takhtani Road, QUETTA  
Phone: 081-2674429  
Email: rd\_quetta@aiou.edu.pk

ARD, Regional Campus, AIOU, Pishkan Road, Near Bahria College, GWADAR.  
Email: rd\_turbat@aiou.edu.pk

ARD, Regional Center, AIOU, House No. 34, St.No. 26, Muhala Khudaiddad Imambara Road Circular No. 01, Zhob  
Ph: 0822-413018  
Email: rd\_zhob@aiou.edu.pk

Superintendent/Incharge, AIOU, Model Study Center, near Wapda Office, KHARAN. Ph: (0847)-510777  
Email: msc\_kharan@aiou.edu.pk

## GILGIT BALTISTAN

ARD, Regional Centre, AIOU, Shakra-i-Quaid-i- Azam, Near Army Public School & College, Khumer Cantt. GILGIT  
Ph: (058)11960603  
Email: rd\_gilgit@aiou.edu.pk

ARD, Regional Campus, AIOU, Near Elementary College Sundus, SKARDU,  
Ph:(05815) 960915  
Email rd\_skardu@aiou.edu.pk

Superintendent/Incharge, Model Study Centre, AIOU, College Road Agha Khanabad, Aliabad, District Hunza, NAGAR.  
Email: msc\_nagar@aiou.edu.pk

## AZAD JAMMU KASHMIR

DRD, Regional Campus, AIOU, House No.1-A, Sector, F-1, Kotli Road, MIRPUR (A K) Ph:0582-7960029  
Email: rd\_mirpur@aiou.edu.pk

Adl. RD, Regional Campus, AIOU, Zero Point, Jalalabad, MUZAFFARABAD (AJK)  
Ph: (058)22960540  
Email: rd\_muzaffarabad@aiou.edu.pk

ARD, Regional Centre, AIOU, D-156, Housing Scheme Rawalakot Bank Road, RAWALAKOT(AJK)  
Ph: (05824)960241  
Email: ard\_rawalakot@aiou.edu.pk