

Admission Spring 2020

AI[○]OU

B.ED

(1.5 years, 2.5 years, and 4 years)



Allama Iqbal Open University, Islamabad

www.aiou.edu.pk

Help Line: (051) 111-112-468

PROSPECTUS
OF
BEd (1.5 Year, 2.5 Years & 4 Years) Programmes
For
SEMESTER: SPRING 2020



Allama Iqbal Open University
Islamabad

Price Rs.300/-

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IMPORTANT ACTIVITIES TO BE REMEMBERED

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

Note: Contact concerned Regional office for exact schedule of activities. Continuing Students are sent information for all activities by post. Simultaneously information is placed on website (www.aiou.edu.pk), students can download if not received by post.

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

All fresh and continue students can submit their admission using any one option on the following way:

- i. Apply on hard form ((printed form)
- ii. Apply using online admission system

Follow these instructions to apply:

APPLY ONLINE (FRESH STUDENTS):

1. Visit website: <https://online.aiou.edu.pk>
2. Press link “Admission form for Fresh students”(B.Ed 1.5Year, 2.5Year and 4 Years.
3. After filling the admission form, print out your “Admission Form” and “Challan Form”.
4. Using printed challan form and submit your fee in any branch of FWBL, ABL, MCB or UBL. You need to use only challan form for submission of fee and follow instructions below to deliver your admission and fee submitted challan form to university (How to deliver your admission form to University).

APPLY ONLINE (CONTINUE STUDENTS):

1. Visit website: <https://online.aiou.edu.pk>
2. Press link “Admission/Enrollment Form for Continue students”;
3. Enter your “Roll Number” in Roll Number field.
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.

HOW TO DELIVER YOUR ADMISSION FORM TO UNIVERSITY

After submission of fee you need to deliver your admission form to university using following way:

1. Separate the address label attached with bottom of the first page of admission form.
2. Attach original copy of fee submitted challan (university copy) with your admission form.
3. Now pack this form in an envelope.
4. Now paste address label (already separated from form) on envelope.
5. Visit any nearest branch of Post Office and post it as registered parcel and get the receipt. (Keep save the receipt).

Note:Keep in mind that you don't have to pay any amount to Post Office to post your admission. University has paid your postage charges to Post Office in advance.

AIOU WEBSITE: <https://www.aiou.edu.pk>



ALLAMA IQBAL OPEN UNIVERSITY

“Education for All”

Admission

Examination

Mailing

Download

Department

Programme

Education for All



Admissions

Admission Confirmation
Admission Objectionable Forms
Books Dispatch Status
Admissions Amendments
Admission Refund of Fee
Tutors Information
Workshop Schedule
More....

Examinations

Result
Result Rechecking Application
Date Sheet
Roll Number Slip
Assignment Marks
Degree Tracking System
Assignments Schedule
Assignments

Vice-Chancellor's Message

Dear Student,

السلام عليكم

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



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

Prof. Dr. Zia Ul-Qayyum
Vice Chancellor
AIOU

ALLAMA IQBAL OPEN UNIVERSITY

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

At present, the AIOU is offering programmes from Matric to PhD level in diverse disciplines comprising four faculties. The university has established study centres across the country, where distance education students are provided necessary

guidance by their respective tutors. Moreover, the university has established full time study centres, wherein the students of MBA (IT), MBA (Banking and Finance), BS (CS), MSc/BS Chemistry, MSc/BS Microbiology etc. are being provided instruction, guidance and counselling through face-to-face education. AIOU is offering four years under graduate degrees.

Apart from curricular activities during the academic year, the AIOU and its regional centres actively participate in the co-curricular activities by arranging educational and literary seminars, workshops and conferences, attended not only by the students and faculties of the university but also by the renowned dignitaries and scholars. For the science students and research scholars, a science complex has been built where they use the latest equipment of international standard for experimentation and research. To meet the present day challenges, internet facility is also available in the student's hostel and the Central Library where computers have been provided to enable students to access latest information available through open source databases.

Programme Coordinators	Address
B. Ed 1.5 Year	Dr. Syed Nasir Hussain Lecturer ECE & ETED Phone: 051-9057718
B. Ed 2.5 Years	Ms. Mubeshera Tufail Lecturer ECE & ETED Ph: 051-9057716, Email: mubeshera.tufail@aiou.edu.pk
B. Ed 2.5 Years (Science Education)	Mr. Arshad Mehmood Qamar Lecturer Science Education Department Faculty of Education Allama Iqbal Open University H-8, Islamabad. Ph: 051-90557168
B. Ed 4 Years	Dr. Muhammad Samiullah Assistant Professor ECE & ETED Ph: 051-9057851
B. Ed 4 Years (Secondary Teacher Education)	Dr. Sidra Rizwan Lecturer, STED Ph: 051-9057699
B. Ed 4 Years (Science Education)	Mr. Arshad Mehmood Qamar Lecturer Science Education Department Ph: 051-9057168

FACULTY OF EDUCATION

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

DEPARTMENTS OF THE FACULTY

Faculty of Education comprises of the following six departments:

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

Distance, Non Formal & Continuing Education (DNFCE)

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

Educational Planning, Policy Studies & Leadership (EPPSL)

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

Early Childhood Education and Elementary Teacher Education

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

Secondary Teacher Education

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

Science Education

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

Special Education

The Department was established in 1985. The department imparts education and training to teachers for the special children in four specializations namely Visual impairment, Hearing impairment, Physical disabilities and Mental retardation with particular emphasis to facilitate mainstreaming of special children. Parents of the special children are also admitted to these programmes. Present programmes/courses of this department comprised of Postgraduate Diploma, MEd, MA, MPhil and PhD (MS/MPhil Based) in Special Education.

Programmes of Faculty of Education

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

The faculty is offering the following academic programmes:
PhD Education with following specializations:

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

MPhil Education with following specializations:

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

MEd/MA Education with following specializations:

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

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

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

BED (1.5 YEARS) PROGRAMME

Duration	1.5 Year (3 Semesters)
Total credits	54
Maximum load	18 Credit Hours (per semester)
Medium of Instruction	English/Urdu
Mode of Delivery	Open Distance Learning
Passing Marks (Assignment/Exam)	50%

Introduction:

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

Following are the objectives of this programme:

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

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

Semester-Wise Breakup of Scheme of Studies

1st Semester

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

Total Credit Hours=18

2nd Semester

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

Total Credit Hours=18

3rd Semester

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

Total Credit Hours=18

Specialization Courses:

Area 1: Leadership and Management

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

Area 2: Educational Technology and Evaluation

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

Area 3: Teacher Education

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

Area 4: Science Education

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

Area 5: Reading

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

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

Fee Structure BEd(1.5 year)

Registration Fee: (At the time of 1st admission) Rs.200/-
 Admission Fee: (At the time of 1st admission) Rs.700/-
 Technology Fee + Courier Charges: (per semester) Rs.135/-
 Per 3 Credit Hours Fee: Rs.3090/- (Rs.3090×6)= Rs.18540/-
First Semester Fee: Rs.19575/-

Teaching Practice-I Fee: Rs.3295/-
 Teaching Practice-II Fee: Rs.3295/-
 Research Project Fee: Rs.4120/-

Note: Admission can also be applied online. For details see page 3.

For any academic assistance contact:

Dr. Fazal-ur-Rehman
 Chairman
 ECE & ETED
 Phone: 051-9250167
 PA to Chairman: 051-9057718
 E-mail: fazalaiou@yahoo.com

BEd (2.5 YEARS) PROGRAMME

Specialization: Science Education

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

Introduction:

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

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

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

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

1. Describe the concepts, foundations and perspectives of Science Education
2. Present the pedagogical and content knowledge by using latest information communication system (ICT) in an effective manner.
3. Demonstrate science related attitudes in Science Education.
4. Apply Practical Skills (Science Process Skills) for science teaching.
5. Develop lesson plans and assessment tools for science teaching and learning.
- 6.

1st Semester

Bridging Semester

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

Total Credit Hours=18

Note: All courses in first semester are compulsory.

2nd Semester

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

Total Credit Hours=18**3rd Semester**

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

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

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

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

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

Total Credit Hours=18**Note:**

There will be three days workshop for one course in every semester. The workshop for each course comprises three days. The

workshop for Teaching Practice-II is of 07 days duration. The workshop is compulsory to pass the course.

Fee Structure (BEd2.5Years)

Registration Fee: (At the time of 1 st admission)	Rs.200/-
Admission Fee:(At the time of 1 st admission)	Rs.700/-
Technology Fee: (per semester)	Rs.100/-
Courier Charges: (per semester)	Rs.35/-
Per 3 Credit Hours Fee (Rs.3090/-)(Rs.3090×6)=Rs.18540/-	
First Semester Fee: Rs.19575/-	
Teaching Practice-I	Fee: Rs.3295/-
Teaching Practice-II	Fee: Rs.3295/-
Research Project	Fee: Rs.4120/-

Note: Admission can also be applied online. For details see page 3.

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

B.Ed (4 YEARS) PROGRAMME

Specialization:

1. Secondary Teacher Education
2. Science Education

Duration: 4 Years (8 –Semesters)
Semester Duration: 16-18 weeks
Course Load per Semester: 18 credit Hours
Total Credit Hours: 144 Credit Hours, (72 credit hours ADE)
Medium of instruction: English /Urdu
Delivery Mode: ODL
Pass Marks (Assignment /Exams): 50 %

Introduction

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

Following are the objectives of this programme:

1. To equip the prospective teachers with adequate knowledge of subject matter, contemporary pedagogy techniques, communication skills, critical thinking and dispositions to be an elementary school teacher.

2. To develop creative aptitude and research mindedness to the prospective teachers.
3. To improve the linguistic skills of the prospective teachers.
4. To strengthen the ideological perspectives of the students adequately and properly.

Prospective Students/Career:

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

Eligibility Criteria:

For Secondary Teacher Education:

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

1st Semester 18 Credit Hours

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

2nd Semester 18 Credit Hours

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

3rd Semester 18 Credit Hours

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

4th Semester 18 Credit Hours

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

Note:

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

(Secondary Teacher Education)

5th Semester 18 Credit Hours

Sr. No.	Code	Course	Cr. Hrs
1	6465	English III	3
2		MIC1	3
3		M2C1	3
4		MIC2	3
5		M2C2	3
6	6466	Comparative Education	3

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

(Secondary Teacher Education)

6th Semester 18 Credit Hours

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

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

(Secondary Teacher Education)

7th Semester 18 Credit Hours

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

(Secondary Teacher Education)

8th Semester 18 Credit Hours

Sr. No.	Code	Course	Cr. Hrs
1	8656	Future Challenges in Education	3
2	6462	Test Development and Evaluation	3
3	8658	Long Term Internship/ Teaching Practice	12

Note:

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

Clusters 1**Major (M)**

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

Clusters 2**Major (M)**

Pak Studies		
C1: Code 8663	Geography of Pakistan - I	To be taken in semester 5
C2: Code 8664	Geography of Pakistan - II	
C3: Code 8665	Ideological Foundations of Pak	To be taken in semester 6
C4: Code 8666	Foreign Policy of Pakistan– I	
Pedagogy 8340	Teaching of Pakistan Studies	To be taken in Semester 7

Cluster 3**Major (M)**

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

B.Ed 4 Years Secondary Teacher Education align with ADE**5th Semester**

18-Credit hours

Code	Course	Credit hours
6465	Basics of Technical English	3
	M1C1	3
	M2C1	3
	M1C2	
	M2C2	
6466	Comparative Education	3

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

6th Semester

18-Credit hours

Code	Course	Credit hours
8653	Adolescent Psychology	3
6461	Education Research & Statistics	3
	M1C3	3
	M2C3	
	M1C4	
	M2C4	

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

7th Semester

18-Credit hours

Code	Course	Credit hours
	Pedagogy I(Related to major 1 from the given list)	3
	Pedagogy II (Related to major 2 from the given list)	3
8655	Curriculum and Instructions	3
6467	Educational Management and Leadership	3
8654	Teaching and Learning Strategies	3
8657	Research project	3

8th Semester

18-Credit hours

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

Note:

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

Cluster 1

Major (M)

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

Cluster 2

Major (M)

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

Cluster 3

Major (M)

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

For Science Education:

- FSc/ICS/A levels with at least 45% marks or minimum 2nd Division
- (Applicants with A levels will submit equivalence certificate)
- Candidates with ADE degree can join in the fifth semester of BEd 4 years (2ADE + 2) programme.

(Science Education)

5th Semester 18 credit Hours

Code	Course			Cr. Hrs
6465	English III			3
6466	Comparative Education			3
6441	Physics-I	Cluster-A (M-1)	Select any one cluster/ two courses	3
6446	Mathematics-I			3
6451	Biology-I	Cluster-B (M-1)		3
6456	Chemistry-I			3
6442	Physics-II	Cluster-A (M-2)	Select any one cluster/ two courses	3
6447	Mathematics-II			3
6452	Biology-II	Cluster-B (M-2)		3
6457	Chemistry-II			3

(Science Education)

6th Semester 18 credit Hours

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

6458	Chemistry-III	(M-3)		3
6444	Physics-IV	Cluster-A (M-4)	Select any one cluster/ two courses	3
6449	Mathematics-IV			3
6454	Biology-IV	Cluster-B (M-4)		3
6459	Chemistry-IV			3

(Science Education)

7th Semester 18 credit Hours

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

(Science Education)

8th Semester 18 credit Hours

Code	Course		Cr. Hrs
6439	Use of ICT in Science Education		3
8656	Future Challenges in Education		3
8682	Long Term Internship / Teaching Practice		6
Cluster-A			
8671	Physics-V		3
8674	Mathematics-V		3

Cluster-B		
8673	Biology-V	3
8672	Chemistry-V	3

NOTE: Select any one Cluster of any two Courses.

Fee Structure: (BEEd 4 years)

Registration Fee:	Rs.200/- (At the time of 1 st admission)
Admission Fee:	Rs.700/- (At the time of 1 st admission)
Technology Fee:	Rs.100/- (per semester)
Courier Charges:	Rs.35/- (per semester)
Course Fee:	Rs.3090/- (Per 3 credit hours course) Rs.3090×6=Rs.18540/-
Total Fee Semester-I	Rs.19575/-

For any Academic Assistance:

1. Secondary Teacher Education

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

2. Science Education

Mr. Arshad MehmoodQamar
Lecturer,
Science Education Department
Ph: 051-9057168

Department/Contacts for Information:

Early Childhood Education & Elementary Teacher Education

Prof. Dr. Fazal-ul-Rahman

Chairman

Ph: 051-9250167

PA to Chairman: Ph: 051-9057718

Secondary Teacher Education

Dr. Naveed Sultana

Chairperson

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Science Education

Prof. Dr. Nasir Mahmood

Chairman

Ph: 051-9057719

051-9057854

Special Education

Dr. Tanzila Nabil

Chairperson

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Email: spedu@aiou.edu.pk

Distance, Non-Formal & Continuing Education (DNFCE)

Dr. Muhammad Ajmal

Chairman

Ph: 051-9057707

Email: drajmal@aiou.edu.pk

Educational Planning Policy Studies and Leadership

Dr. Afshan Huma

Incharge

Ph: 051-9057714

GENERAL INFORMATION

- i. The certificates/degrees of AIOU are equivalent to any other recognized Board/University.
- ii. A candidate is required to send complete admission form along with attested copies of all educational and experience certificates to Department as mentioned in the prospectus before or on the closing date.
- iii. If an applicant of post-graduate/research level programme does not receive any information regarding admission within three months from submission of application, he/she should presume non-selected.
- iv. A course taken by any student cannot be change during the semester. However, in real hardship cases, the change in courses will be allowed within fifteen days after receipt of books and deposit of prescribed fee.
- v. The address of a student will not be changed during the semester.
- vi. Fee cannot be refunded once paid for admission nor can it be adjusted for any other programme.
- vii. On payment of the registration fee, each student will be issued a registration number. This number must be quoted in all the future correspondence along with the roll number, course(s), code numbers and semester.
- viii. Study material shall be mailed to the students at their given addresses.
- ix. After receipt of the study package, students are usually intimated about the part time tutors for each course for tutorial guidance within fifteen days. If you do not get information about tutors, you are required to send your assignment by registered post to the concerned Regional Director, Assistant Regional Director without delay; you are also required to retain a photocopy of all your assignments.
- x. 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.
- xi. 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.
- xii. It is the responsibility of the student to remain in touch with the department regarding the selected programme.
- xiii. 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.
- xiv. After completion of a programme successfully, a student has to apply to Controller of Examinations for issuance of certificate/degree.
- xv. The university reserves the right to change the contents of this prospectus without any prior notice as per university policy.
- xvi. The student must inform the Admission Department in writing within the period of 15 days after receipt of study material parcel, *if found any wrong/short of material/ books which is not according to the admission form/ check list or mistake in name and address.* No request for any change will be entertained after the stipulated period.
- xvii. Check the books and tally with the course codes mentioned on the address label pasted on the registered packet. If there is any discrepancy, write immediately to Admission Department for correction/supply of requisite books.

- xviii. Admission forms incomplete in any respect will not be entertained and will be returned after close of semester to the students indicating the deficiency in clear terms with advise to request for refund of fee.
- xix. Admission form received without prescribed fee less fee or fee deposited after due date will not be considered.
- xx. In case of discrepancies in the name of student/ Father's name of the student or difference in name mentioned in his/her other educational certificates, the name on the Matric certificate of the student will be considered as correct name. The Examination Department shall also issue certificate/ degree on the said name.
- xxi. 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.

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

REGULATIONS FOR REFUND OF ADMISSION FEE

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

- i) The candidates/ students who deposit the fee for a programme and later on change their mind to apply in another programme and communicate their decision in black and white to the admission section before dispatch of study material in such cases, fee will be refunded to them after deduction of 10% of the total amount deposited.
- ii) The candidates/ students who discontinue the programme/ courses(s) after dispatch of books, neither their admission will be cancelled nor fee will be refunded to them.
- iii) The candidates/ students who are not allowed admission to a programme offered by the university due to less enrolment/ non formation of viable group/ non offering of courses, full fee will be refunded to them.
- iv) The candidates/ students who know that they are ineligible for admission to a programme, and even then they deposit the fee, in such cases, the fee will be refunded after the deduction of 25% as services charges from the total amount.
- v) The amount deposited by the candidates/ student in excess (more than the prescribed fee) will be refunded/ adjusted within a year.
- vi) Cases of refund of admission fee will be processed after finalization/ completion of admission of the semester and only on the production of original Bank Challan/Receipt No. 3 & 4.
- vii) If candidates/ students deceive the university and get admission in two different programmes simultaneously in a semester admission will be cancelled in both the programmes and the fee deposited for both the programmes will be forfeited.

IMPORTANT TELEPHONE NUMBERS

Sr.#	Name	Telephone Nos.
1.	Director Admissions	051-9250043 051-9250162 (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

ADDRESS OF PART-TIME REGIONAL COORDINATORS

PUNJAB

1.	Mr. Mukhtar Ahmad Awan, Regional Coordinator, Allama Iqbal Open University, SS, Govt. Boys Higher Secondary School, Hassanabdal. 0312-5609715	2.	Mr. Muhammad Miskeen, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. Boys High School No.2, Fateh Jang. 0300-5273227	3.	Mr. Safdar Khan, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. Boys Degree College Hazro. 0300-5609260
4.	Hafiz Abdul Ghaffar, Regional Coordinator, Allama Iqbal Open University, Asstt. Prof. Govt. Boys Degree College, Pindi Gheb. 0333-9535710	5.	Mr. Muhammad Saeed, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Boys Higher Secondary School Danda Shah Belawal, Lawa. 0333-5928107	6.	Raja Muhammad Akhtar Khan, Regional Coordinator, Allama Iqbal Open University, Principal, Allama Iqbal Junior Public School, Choa Saidan Shah. 0346-5783355
7.	Mr. Muhammad Javid Regional Coordinator, Allama Iqbal Open University, SSS, Govt. Higher Secondary School, Kallar Kahar. 0333-5904962	8.	Mr. Muhammad Arif Khan, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. Boys High School, No.2, Talagang. 0331-4855113	9.	Mr. Ghulam Murtaza Satti, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Higher Secondary School Malot Sattian, Tehsil Kotli Satian, Distract Rawalpindi. 0346-5429130
10.	Ch. Muhammad Ashraf, Regional Coordinator, Allama Iqbal Open University, Street No. 10, Mohallah Mission Compound, Mehmada Raod, Gujrat. 0332-7144828	11.	Mr. Arshad Mahmood Shahid, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Boys Degree College, Sara-e-Alamghir. 0333-5841544	12.	Syed Mukhtar Hussain Bukhari, Regional Coordinator, Allama Iqbal Open University, Assistant Professor, Govt. College, Bhakkar. 0333-8909805
13.	Dr. Tariq Majeed, Regional Coordinator, Allama Iqbal Open University, Professor, Govt. Islamia College, Chiniot. 0333-6715262	14.	Mr. Muhammad Sharif, Regional Coordinator, Allama Iqbal Open University, SST (R), Ward No.16, Street No.4, Nowan Sher, Shorkot City. 0301-7205704	15.	Mr. Khalil Ahmad, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Postgraduate College Khanewal. 0301-7817130

16.	Mr. Muhammad Aslam Farooqi, Regional Coordinator, Allama Iqbal Open University, Assistant Prof. Govt. Degree College Jalalpu Pirwala. 0301-5227173	17.	Mr. Sikandar Hayat, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. Muslim Union High School Mian Channu. 0301-3017686	18.	Mr. Sabeer Ahmad Abbasi, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. College, Jhika Gali Murree. 0300-5585228
19.	Ch. Basharat Ali, Regional Coordinator, Allama Iqbal Open University, SS, Govt. Christian Higher Secondary School Rawalpindi City. 0333-5191799	20.	Dr. Muhammad Anwar, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. Boys School, Bhabra, Wah Cantt. 0300-5363883	21.	Mr. Saqib Imam Rizvi Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. Elementary School Bhai Khan, Gujar Khan. 0300-5199749
22.	Mr. Muhammad Raza Vaince, Regional Coordinator, Allama Iqbal Open University, Senior Headmaster, Govt. High School Phalina, Tehsil Kallar Syedan, Distt. Rawalpindi.	23.	Syed Zamir Hussain Shah, Regional Coordinator, Allama Iqbal Open University, SSS, Govt. Higher Secondary School, Nara, Kahuta. 0301-5151911	24.	Rana Abid Ali Khan, Regional Coordinator, Allama Iqbal Open University, Dy. Headmaster, Govt. MC Model High School Chichawatni. 0301-6925775
25.	Mr. Muhammad, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. College Depalpur. 0301-6390414	26.	Hafiz Muhammad Shafiq, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. High School Pakpattan Sharif. 0322-7858622	27.	Mr. Muhammad Iqbal, Regional Coordinator, Allama Iqbal Open University, SS. (Retd.), 157/C, Housing Scheme, Renala Khurd. 0308-7523947, 0345-7523947
28.	Mrs. Ruqia Kousar, Mr. Muhammad Javed Bashir, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. College for Women Tandlianwala. District Faisalabad. 0335-7769371	29.	Mr. Abdul Ghafoor Zahid, Regional Coordinator, Allama Iqbal Open University, Senior Headmaster (Retired), House No.111, Madina Colony, Pir Shah, Kamalia. 0321-6550499	30.	Mr. Abdul Razzaq, Regional Coordinator, Allama Iqbal Open University, Dy. Headmaster, Govt. High School No. 1, Pir Mahal. 0312-6560889, 0331-8675175

31.	Mr. Muhammad Siddique Regional Coordinator, Allama Iqbal Open University, Assistant Professor @ Chak No. 298 JB, Tehsil, Gojra.0301-7055350	32.	Dr. Muhammad Javed Asghar, Regional Coordinator, Allama Iqbal Open University, Associate Prof. Govt. Degree College Jahanian. 0322-8870199	33.	Mr. Mumtaz-ul-Hassan, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Higher Secondary School Chak Jhumra, District Faisalabad. 0334-6645225
34.	Mr. Muhammad Javed Bashir, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Islamia High School Jaranwala, District Faisalabad. 0321-7951897	35.	Mrs. Khalida Perveen, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Girls High School No.01, Samundari, District Faisalabad.	36.	Mr. Muhammad Nawaz Zafar, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. Degree College Pindi Bhattian, District Hafizabad. 0333-6711578
37.	Mr. Muhammad Naqeeb, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Muslim High School Hafizabad. 0321-6212931, 0331-6212931	38.	Mr. Naeem Akhtar, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School, Sohawa, District Jhelum. 0333-5759601	39.	Mr. Farooq Ahmad, Regional Coordinator, Allama Iqbal Open University, Assistant Professor, Govt. Degree College Malikwal, District Mandi Bahauddin.0345-5763246
40.	Mr. Adeel Abbas, Regional Coordinator, Allama Iqbal Open University, Dy. D.E.O, Govt. Boys High School Pind Dadan Khan, District Jhelum. 0345-9216000				

SINDH

1.	Mr. Ghulam Qadir Jamali, Regional Coordinator, Allama Iqbal Open University, HST, Govt. Boys High School, Khair Pur Nathan Shah. 0300-3256369	2.	Mr. Dildar Hussain Rahu, Regional Coordinator, Allama Iqbal Open University, Headmaster (R) Principal, Allied Public School Sakrand, District Nawabshah.0306-8292318	3.	Mr. Pir Muhammad Rind, Regional Coordinator, Allama Iqbal Open University, HST, Govt. Boys High School, Sehwan Sharif District Jamshoro. 0300-5457029
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4.	Mr. Riaz Roshan Paul, Regional Coordinator, Allama Iqbal Open University, HST, Govt. HM Khoja High School No. 1, Nawabshah City. 0300-3227785	5.	Mr. Anwar-ud-Din Pirzada, Regional Coordinator, Allama Iqbal Open University, HST, Govt. Boys High School, Kandiari, District Nausheroferoz 0301-2127574		
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KHYBER PAKHTOON KHWA

1.	Mr. Wali Dad, Regional Coordinator, Allama Iqbal Open University, ADEO, School & Literacy Dassu, Kohistan. 0315-4377788	2.	Mr. Sajjad Aziz, Regional Coordinator, Allama Iqbal Open University, Instructor, Regional Institute of Teacher Education, Haripur. 0301-5520529	3.	Mr. Muhammad Hammad Regional Coordinator, Allama Iqbal Open University, SST, Govt. High School Oghi, District Manshira. 0300-5627378, 0332-5627378
4.	Mr. Pervaiz, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. Degree College Battagram. 0300-5258672	5.	Mr. Muhammad Pervaiz Regional Coordinator, Allama Iqbal Open University, Subject Specialist, C/O Govt. High School, Balakot. 0345-9628699	6.	Mr. Gohar Khan, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. High School No.2, Jamrud, Khyber Agency. 0333-9330321
7.	Mr. Johar Ali, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. High School, Labor Colony, Aman Garh, Nowshera. Mob: 0346-5648635	8.	Mr. Hayatullah, Regional Coordinator, Allama Iqbal Open University, Vice Principal, Govt. Shaheed Omar Hayat High School, Charsadda. 0313-9173884	9.	Mr. Inam Ullah, Regional Coordinator, Allama Iqbal Open University, Asstt. Prof., Govt. Degree College, Ekka Ghund, Mohmand Agency. 0301-8890889
10.	Mr. Nasrullah Zeb, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Higher Secondary School Gadezi, Deggar, District Bunir. 0333-9703438	11.	Mr. Faiz ur Rehman, Regional Coordinator, Allama Iqbal Open University, Asstt. Prof. Govt. Degree College, Alpurai, Shangla. 0301-5906618	12.	Mr. Khalil ur Rehman, Regional Coordinator, (Dargai) Allama Iqbal Open University, Headmaster, GHS Dheri Kot, Malakand. 0323-8538179, 0341-5337988

13.	Mr. Aurang Badshah, Regional Coordinator, Allama Iqbal Open University, SS, Village & P.O Piran, BatkheleMalakand. 0341-0503658, 0345-9354518	14.	Mr. Muhammad Ayaz Khan, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. Degree College, Puran, District Shangla. 0345-8530350	15.	Mr. Muhammad Arif, Regional Coordinator, Allama Iqbal Open University, SET, Govt. Middle High School, Daggay, Tehsil Kabal Swat. 0345-9528291
16.	Mr. Muhammad Qasim Khan, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. High School No.03, Bannu. 0333-9732541	17.	Mr. Ghulam Wahid, Regional Coordinator, Allama Iqbal Open University, Headmaster, GHS, Bibyawar, Dir Upper. 0302-8335588	18.	Mr. Faiz Ali Khan, Regional Coordinator, Allama Iqbal Open University, SS, Govt. High School Sigband, Tehsil Matta, District Swat. 0346-9416144
19.	Mr. Zia ul Haq, Regional Coordinator, Allama Iqbal Open University, Asstt. Prof. GPGC Khar, Bajour Agency. 0307-8566671, 0345-9155616	20.	Mr. Asal Jan, Regional Coordinator, Allama Iqbal Open University, SS, Govt. Higher Secondary School Mama Khel, Banochi, Bannu. 0332-8542734, 0346-8299980	21.	Mr. Abdul Qudoos, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. Degree College Wana, South Wasiristan. 0333-9313095
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25.	Mr. Iftikhar Ali, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. High School, Ghala, Tehsil Katlang, District Mardan. 0346-9354577	26.	Mr. Anwar Zaib, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. High School, Dhadher, Tehsil&District Swabi. 0314-9870444	27.	Mr. Ghaza Bacha, Regional Coordinator, Allama Iqbal Open University, SS, Govt. Higher Secondary, School Kunda, Tehsil Lahor, District Swabi. 0336-5686975
28.	Mr. Muhammad Tafeeque Khan, Regional Coordinator, Allama Iqbal Open University, Principal (Rtd.), Mehtab Khurshid School & College Kotha, Swabi. 0346-5586218	29.	Mr. Muhammad Ayaz, Regional Coordinator, Allama Iqbal Open University, SST, Govt. High School, Asota Sharif, Tehsil Razar, District Swabi. 0313-6692788		

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1.	Mr. Mohammad Yousaf, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. High School Mashkaf, Tehsil Dhadar, District Kachhi Bolan.	2.	Mr. Fazal Din Abro, Regional Coordinator, Allama Iqbal Open University, SST, Govt. High School, Sardar Sohbat Khan Gola, Tehsil Dera Allah Yar, District Jaffarabad. 0333-7858673	3.	Mr. Zahid Hussain, Regional Coordinator, Allama Iqbal Open University, SST, Govt. High School, Sohbat Pur. 0345-4821186
4.	Mr. Mohammad Ayaz, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys Model High School Sibi. 0333-7710714	5.	Mr. Mohammad Tariq, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys Middle School Kali Saleh Mohammad Tehsil Gandawah, District Jhal Magsi. 0333-2315891	6.	Mr. Sahib Jan, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School, Harnai. 0332-8099430
7.	Mr. Muhammad Asif, Regional Coordinator, Allama Iqbal Open University, SST, Govt. High School Mastung. 0334-3062311	8.	Mr. Muhammad Jumman, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Elementary College Uthal, District Lasbela. 0333-2875203, 0315-2555006	9.	Mr. Abdul Majeed, Regional Coordinator, Allama Iqbal Open University, SST, Govt. High School Akram Colony Hub, District Lasbela.

GILGIT BALTISTAN

1.	Mr. Ghulam Murtaza, Regional Coordinator, Allama Iqbal Open University, TGT, F. G. Boys High School Nagar-I. 0355-5550013	2.	Mr. Manzoor Hussain, Regional Coordinator, Allama Iqbal Open University, AEO, Deputy Director Education Office, District Nagar. 0310-0500714	3.	Mr. Adina Baig, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School, Taus, Yasine District Ghizar. 0312-9712256
4.	Mr. Mehfooz Ullah, Regional Coordinator, Allama Iqbal Open University, SST, Govt. High School Darel. 0355-5355009	5.	Mr. Piyar Ali, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School Aliabad, District Hunza. 0355-5231988		

AZAD KASHMIR

1.	Mr. Sajid Hussain Awan, Regional Coordinator, Allama Iqbal Open University, Principal, Read Foundation Inter Science College Hatian Bala, AK. 0346-5411240	2.	Mr. Khalid Manzoor Mufti, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Girls Degree College Aathmuqam, District Neelum, AK. 0355-8158556	3.	Mr. Bashir Ahmed Malik, Regional Coordinator, Allama Iqbal Open University, Principal (R) Village Parsacha, P/O Tehsil Pattika, Muzaffarabad, AK. 0342-0525164
4.	Malik Mushtaq Ahmed, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Girls Inter College Leepa, AK. 0355-8155551				



ALLAMA IQBAL OPEN UNIVERSITY

(DEPARTMENT OF EXAMINATIONS)

FEE TARIFF*

Sr.#	Programme	Fee Rates for		
		Ordinary	Urgent	Duplicate
1.	Course Certificate of SSC/HSSC/Bachelor Programme/Elementary Arabic/Non-Credit	Rs.400/-	Rs.800/-	Rs.1600/-
2.	SSC(Matric)/HSSC(Intermediate)/PTC/CT/ATTC	Rs.500/-	Rs.1000/-	Rs.2000/-
3.	BA/B.Com/BBA(old)/BLIS/BCS/Associate Degree (2 years)/ Undergraduate Diploma/Certificate	Rs.800/-	Rs.1600/-	Rs.3200/-
4.	BS / BBA (4 years) Associate Degree (4 years) etc.	Rs.1200/-	Rs.2400/-	Rs.4800/-
5.	B. Ed. (old programme)	Rs.1000/-	Rs.2000/-	Rs.4000/-
6.	B.Ed. (1.5 years / 2.5 years / 4 years)	Rs.1200/-	Rs.2400/-	Rs.4800/-
7.	MA/M.Sc/M.Ed/MBA/M.Com/MBA & MPA Executive	Rs.1200/-	Rs.2400/-	Rs.4800/-
8.	Postgraduate Diploma / Certificate	Rs.1000/-	Rs.2000/-	Rs.4000/-
9.	M.Phil/MS/LLM/M.Sc (Honors)	Rs.2000/-	Rs.4000/-	Rs.8000/-
10.	Ph.D	Rs.3000/-	Rs.6000/-	Rs.12000/-
11.	Fee of Triplicate Certificate/Degree from Matric to Bachelor Programme			Rs.5000/-
	Fee of Triplicate Degree of B.Ed /BS (4years)/Master/MS/MPhil Programme			Rs.10000/-
12.	Change of Examination Center			Rs.600/-
13.	Duplicate Result Card Per Semester (Beyond Two Current Semesters)			Rs.100/-
14.	Rechecking of per Answer Script ATTC /CT/PTC/B.Ed / all Graduate Programme			Rs.700/-
	Rechecking of per Answer Script BS / MA / MSc / PGD & equivalent			Rs.800/-
	Rechecking of per Answer Script MS / MPhil / PhD & equivalent			Rs.1000/-
15.	Change in Name or any other Correction in Certificate/ Degree (made by Board/University or Court Decision)	Double Fee of Ordinary Prescribed for Programme		
16.	Verification of Certificate/Degree (By Students or Departments)	By Post Rs.600/-	By hand (same day) Rs.1000/-	
	Verification of Certificate/Degree from Foreign Organizations/Oversees Countries	USD 100* * including USD 25 for Courier Charges		
Sr. No.	Re-Appear Exams Fee for Programme	Fee Rate Per Course		
1.	SSC / PTC / Elementary Arabic	Rs.100/-		
2.	ATTC	Rs.180/-		
3.	HSSC / CT / Diploma 10 + 3	Rs.200/-		
4.	Bachelor / Associate Degree (2 years)	Rs.300/-		
5.	BS / BBA / Associate Degree (4 years)	Rs.400/-		
6.	B. Ed. (old) / B.Ed (1.5 years / 2.5 years / 4 years)	Rs.400/-		
7.	M.A / M.Sc / MBA / M.Ed/ PGD / MS / M.Phil	Rs.500/-		
8.	Ph.D	Rs.800/-		

*Applicable with effect from 1st January 2020.

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سرٹیفکیٹ/ ڈگری/ ڈپلومہ کے حصول کا طریق کار اور شرائط

اسناد سرکاری گزٹڈ آفیسر سے تصدیق شدہ ہوں

سرٹیفکیٹ/ ڈپلومہ/ ڈگری میٹرک کی سند کے مطابق جاری کی جائے گی یونیورسٹی کے جاری کردہ پروڈیٹل سرٹیفکیٹ (PRC/TRANSCRIPT) میں نام/ ولدیت/ رول نمبر/ رجسٹریشن نمبر اور تاریخ پیدائش کا فرق ہے تو پہلے شیعہ داخلہ سے درست کروائیں اور ترمیم (Amendment) کی کاپی لف کریں۔

نمبر	کورسز/ پروگرام کا نام	ضروری دستاویزات اور تفصیل	تاریخ	ارجنٹ فیس (روپے)
1-	ابتدائی عربی/ عربی/ عربی/ عربی/ عربی	اپنی یونیورسٹی کے رزلٹ کارڈ کی تصدیق شدہ فوٹو کاپی (نام اور ولدیت کا ٹھکانہ اور ایجنٹ کے لیے تحریر شدہ سرٹیفکیٹ لفٹ کرنا ضروری ہے)۔	400/-	800/-
2-	فارسی سرٹیفکیٹ	میٹرک ایف ایف ایس کی اصل اسناد کی تصدیق شدہ فوٹو کاپیاں اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	400/-	800/-
3-	اسٹی ٹی سی سرٹیفکیٹ	میٹرک ایف ایف ایس کاٹھن اور عربی/ عربی/ عربی/ عربی/ عربی کی اصل سرٹیفکیٹ کی تصدیق شدہ فوٹو کاپیاں اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	500/-	1000/-
4-	بی بی سی سرٹیفکیٹ	میٹرک ایف ایف ایس کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	500/-	1000/-
5-	اسٹی ٹی سی سرٹیفکیٹ	میٹرک ایف ایف ایس کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	500/-	1000/-
6-	بیکری کالج سرٹیفکیٹ (میٹرک)	ملل اصل سرٹیفکیٹ کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	500/-	1000/-
7-	بیکری کالج سرٹیفکیٹ (پروفیشنل)	سب فارم کی تصدیق شدہ فوٹو کاپی ساتھ شلٹ کریں۔ ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	500/-	1000/-
8-	بیکری کالج سرٹیفکیٹ (پروفیشنل)	میٹرک ایف ایف ایس کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	500/-	1000/-
9-	بیکری کالج سرٹیفکیٹ (پروفیشنل)	میٹرک ایف ایف ایس کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	800/-	1600/-
10-	بیکری کالج سرٹیفکیٹ (پروفیشنل)	میٹرک ایف ایف ایس کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	1200/-	2400/-
11-	بیکری کالج سرٹیفکیٹ (پروفیشنل)	میٹرک ایف ایف ایس کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	800/-	1600/-
12-	بیکری کالج سرٹیفکیٹ (پروفیشنل)	میٹرک ایف ایف ایس کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	1000/-	2000/-
13-	بیکری کالج سرٹیفکیٹ (پروفیشنل)	میٹرک ایف ایف ایس کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	1200/-	2400/-
14-	بیکری کالج سرٹیفکیٹ (پروفیشنل)	میٹرک ایف ایف ایس کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	1200/-	2400/-
15-	بیکری کالج سرٹیفکیٹ (پروفیشنل)	میٹرک ایف ایف ایس کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	1200/-	2400/-
16-	بیکری کالج سرٹیفکیٹ (پروفیشنل)	میٹرک ایف ایف ایس کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	1200/-	2400/-
17-	بیکری کالج سرٹیفکیٹ (پروفیشنل)	میٹرک ایف ایف ایس کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	1000/-	2000/-
18-	بیکری کالج سرٹیفکیٹ (پروفیشنل)	میٹرک ایف ایف ایس کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	2000/-	4000/-
19-	بیکری کالج سرٹیفکیٹ (پروفیشنل)	میٹرک ایف ایف ایس کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔	3000/-	6000/-

- 16- فیچر صرف **ABL** بینک چالان کی صورت میں (نامزد پرائیج) میں قابل قبول ہوگی اور اصل بینک چالان (Original Bank Challan) بعد درخواست کا تدارک (مجوزہ دینے کے مطابق) منج کر سکیں۔ بینک ڈرافٹ یا پی آر ڈر (Bank Draft/Pay Order) کی شکل میں فیس قابل قبول نہیں ہے۔ یونیورسٹی ہاؤس کے سرٹیفکیٹ اور ڈگری طالب علم کی میٹرک میں مستند درج شدہ نام کے مطابق جاری کی جاتی ہے۔
- 17- آپ نے دوبارہ امتحانی فیس (RE-APPEAR EXAMS FEE) اگر رجسٹریشن کروائی ڈگری فیس کے ساتھ مجوزہ فیس شیڈول کے مطابق جمع کروائیں۔ مندرجہ بالا پروگرام کے حصول کے لیے اصل سرٹیفکیٹ/ ڈگری کی تصدیق شدہ فوٹو کاپیاں (تصدیق شدہ فوٹو کاپیاں اور جملہ دستاویزات) منج کرنا ضروری ہیں۔ کسی بھی صورت میں یونیورسٹی کے جاری کردہ رزلٹ کارڈ/ حاضری سرٹیفکیٹ پر یونیورسٹی ہاؤس ڈگری سرٹیفکیٹ جاری نہیں کرے گی۔
- 18- بی بی سی، بی بی سی، بی بی سی کے طلبہ طالبات اصل اظہار شہ سرٹیفکیٹ ساتھ منج کریں۔ بصورت دیگر سرٹیفکیٹ/ PRC جاری نہیں کیا جائے گا جبکہ ایم ایس سی، ایس ایف ایف ایف کے طلبہ اپنی اعزاز پر دستخط و پورٹ منسلق کیا جائے گا۔ Viva-Voice میں شمولیت سے پہلے طلبہ کو کورس ورک کا مکمل ہونا اور برہنہ تعلیمی اسناد داخلہ اسٹنڈنٹ اپنی نظر وار سے تصدیق کرنا ضروری ہے۔ Viva-Voice میں فیس کی تاریخ کا اعداد ضروری ہیں۔
- 19- طلبہ طالبات مکمل کوائف کے ساتھ درخواست منج کر دینے کی صورت میں یونیورسٹی ایف ایف ایف کے مطابق ماسک شہت جاری ہونے کے بعد اصل سرٹیفکیٹ/ ڈپلومہ دو سال کی مدت کے دوران بائیس نمبر آنے پر جاری کی جاتی ہے۔ پروڈیٹل سرٹیفکیٹ PRC جاری ہونے کے بعد طلبہ اسٹنڈنٹ ڈگری سرٹیفکیٹ/ ڈپلومہ لینا چاہتے تو مجوزہ درجہ کے مطابق ارجنٹ فیس منج کرنا ضروری ہے تمام طلبہ کا تدارک منج کر دینے کے۔
- 20- تاریخی درجہ ایف ایف ایف کی تصدیق شدہ فوٹو کاپی اور ایجنٹ یونیورسٹی کے پاس شدہ رزلٹ کارڈ کی فوٹو کاپیاں لفٹ کرنا ضروری ہے۔
- 21- ڈگری سرٹیفکیٹ، پروڈیٹل سرٹیفکیٹ، بزرگ رجسٹرڈ ڈگری یا UMS/TCS طالب علم کے لیے درخواست کے ساتھ منج کرنا ضروری ہے۔
- 22- طالب علم کا دوران پروگرام اگر رزلٹ کا کوئی مسئلہ نہ ہو تو اسے خود Completer جاری کر دیا جاتا ہے۔ Completer دینے کی صورت میں طالب علم پروڈیٹل سرٹیفکیٹ/ ڈگری حاصل کرنے کے لیے بعد درجہ بالا شرائط سرٹیفکیٹ 15 تا 1 کے مطابق درخواست دے اس کے بعد پروڈیٹل سرٹیفکیٹ جاری کیا جائے گا اور مکمل کاغذات پر کوئی عمل نہیں ہوگا۔ پروڈیٹل سرٹیفکیٹ/ ڈگری سرٹیفکیٹ کے مستحق اگر کسی قسم کی فعالیت ہو تو سرٹیفکیٹ/ پروڈیٹل سرٹیفکیٹ/ ڈگری جاری ہونے کے 60 دن کے اندر مطلع کریں۔ اس کے بعد یونیورسٹی کو کوئی ذمہ داری نہ ہوگی اور اس پر کسی قسم کی کارروائی کی جائے گی۔

طلبہ و طالبات ڈگری پروڈیٹل سرٹیفکیٹ کے لیے ایف ایف ایف سے رجسٹریشن کروانے کے بعد یونیورسٹی کی ویب سائٹ dts.aiou.edu.pk پر بذریعہ رول نمبر چیک کر سکتے ہیں۔ اگر کسی صورت میں طلبہ و ویب سائٹ پر معلومات حاصل نہ ہو تو سیکرٹری ایف ایف ایف 051-111-112-468 پر کال کر کے معلومات حاصل کر سکتے ہیں۔

رابطہ برائے معلومات سرٹیفکیٹ/ ڈگری: میٹرک ایف ایف ایف سرٹیفکیٹ 051-9057333 | میٹرک سرٹیفکیٹ 1 ڈگری 051-9057331 | بی بی سی سرٹیفکیٹ 1 ڈگری 051-9057332 | پوسٹ گریجویٹ سرٹیفکیٹ 1 ڈگری 051-9057329

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نوٹ: یونیورسٹی ویب سائٹ www.aiou.edu.pk پر رزلٹ ملاحظہ کریں