

PROSPECTUS
OF
POSTGRADUATE DIPLOMA IN
EARLY CHILDHOOD EDUCATION
FOR
SEMESTER: SPRING 2020



**Early Childhood Education and Elementary
Teacher Education Department
Faculty of Education
Allama Iqbal Open University
Islamabad**

(All rights reserved with the publisher)

Semester:	Spring 2020
Year of Printing:	February 2020
No. of Copies:	100
Price:	Rs.500/-
Formatted by:	Muhammad Hameed/Hamid Shah
Printing Incharge:	Shakeel Ahmed Khan
Printer:	AIOU-Printing Press, H-8, Islamabad.
Publisher:	Allama Iqbal Open University, H-8, Islamabad.

CONTENTS

	<i>Page #</i>
VICE CHANCELLOR’S MESSAGE	1
ALLAMA IQBAL OPEN UNIVERSITY	2
FACULTY OF EDUCATION.....	2
Departments of the Faculty.....	3
Early Childhood Education and Elementary Teacher Education.....	4
Post Graduate Diploma in Early Childhood Education	4
General Information.....	9
Regulations for Refund of Admission Fee.....	11
Important Telephone Numbers	11
AIOU Regional Coordinating Office Addresses	12

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” (**Postgraduate Diploma in Early Childhood Education**)
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 have paid your postage charges to Post Office in advance.

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 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, 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 comprises 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

are being provided instruction, guidance and counselling through face-to-face education. AIOU is offering four year 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 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's hostel and the Central Library where computers have been provided to enable students to access latest information available through open source databases.

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

EARLY CHILDHOOD EDUCATION AND ELEMENTARY TEACHER EDUCATION

The department of Elementary Teacher Education was established in 2003. In April 2008, the Department was renamed as Early Childhood Education and Elementary Teacher Education Department.

The Department offers BEd (1.5 year), BEd (2.5 years), BEd (4 years), Associate Degree in Education (ADE),

MEd, MA (Elementary Teacher Education), MPhil and PhD programme, it also offers “Education” as subject at Matric, Intermediate and Graduate level.

The department also planned to offer non-credit research courses and Postgraduate Diploma for Teaching in Higher Education.

Programme Description:

Postgraduate Diploma in ECE

Duration	1 Year	(2 Semesters)
Semester Duration		16-18 weeks
Maximum Course load per semester		18 credit/hours
Total Credit Hours		30
Medium of Instruction		English/Urdu
Entry Qualification		Bachelor degree (45% marks)
Delivery Mode		Distance learning
The eligible candidates submit the fee in designated branches of bank i.e MCB, ABL, FWB & UBL		

Programme Description

Early childhood age is the most important stage in term of child development and growth. Keeping in view its importance and growing demand from private and public enterprize in the country and overseas, Allama Iqbal Open University planned to launch postgraduate diploma in Early childhood Education (ECE). This is a unique and intensive programme in the country. During the programme, the prospective graduates will be

introduced to ECE, child physical/social/emotional and cognitive development processes. The graduate will learn about ECE curriculum, assessment, classroom management and art work. The programme also aimed to equip the graduates with necessary quality training and skills for ECE. It will also help in developing understanding of the graduates about how toddlers learn the skills they need for life. The programme will provide interactive sessions via tutorial/online sessions/workshops, practice teaching and seminar. Another important feature of this diploma is that it will provide hands on practice to graduates for conducting observation of kids in action. Another strong area of the programme is interactive practice session for the graduates. It is expected that the postgraduate diploma programme will produce quality early childhood education teachers/instructors and planners so that they can pursue career successfully.

Programme Objectives

The objectives of programme are to:

- Equip the graduate with essential professional skills and competencies for Early childhood education
- Upgrade pedagogical skills of practicing preschool teachers
- Provide knowledge about child cognitive/emotional and social development

- Develop insight and understanding relating ECE philosophy/beliefs and its significance.
- Introduce reflective practices in curriculum planning and instruction.
- Link theory and practice in early childhood education Set up knowledge of various classroom management techniques for early childhood class
- Provide Skill of selection of appropriate teaching aid for early childhood class
- Provide Knowledge and use of different classroom observation and assessment techniques
- Apply national standards for early childhood education Enhance career prospects of the graduates.

Mode of Delivery

Flexible study option available through distance learning. Graduates can study at their own pace. They can take one course or complete six courses in a semester for completion of diploma. For each course there will be 3 days workshop. The student will also get tutorial support and there will be 9 tutorial meetings for each course in a study centre. The student will get tutorial schedule along with course books.

Prospective students

Early childhood education is a popular and well-established area of study within sub sector of teacher education. This diploma is designed for those who wished to work with early childhood education within the country or overseas. The primary focused of the programme is:

- Early childhood education teachers
- Childcare workers
- Pre schoolteachers
- ECE planners
- Childcare managers/directors
- Family day care staff

Career Prospects

The postgraduate diploma holders will be qualified kindergartens having appropriate knowledge, skills and dispositions. This will open new venues and opportunities to get into a rewarding career into early childhood school/centers in the country. There is an also great demand for trained preschool and childcare workers in overseas having professional diploma in ECE.

Further Education

The postgraduate diploma in early childhood education can lead to further degree in ECE.

Scheme Structure

Semester 1

S. No	Course	Course Code	Credit Hours
1	Introduction to Early Childhood Education	1624	3
2	Early Childhood Curriculum	1625	3
3	Child Development	1626	3

4	Classroom Assessment	1627	3
5	Teaching Literacy	1628	3
6	Language Learning in Early Childhood	1629	3

Semester 2

1	Practicum	1630	3
2	Classroom Management	6403	3
3	Arts, Craft & Calligraphy	6410	3
4	Introduction to Inclusive Education	6413	3

The Workshops for 3 credit hours courses will be for 03 days compulsorily instead of 2 days and 5 Sessions per day will be conducted. Those who do not attend will be considered fail in the workshop. They will have to reappear in the workshop as and when conducted. The department may change offering of the courses/adopt existing courses as per availability.

PRACTICUM (CODE 1630)

This segment consists of:

- i. Teaching Practice (Two weeks)
- ii. Professional portfolio
- iii. Class room observation
- iv. Workshop (one week)
- v. End of Practicum Seminar (3 days)

i. Teaching Practice:

Two weeks teaching practice in early childhood class (2 hours/day) is mandotry for each graduate. The student will submit a certificate of practice teaching dully signed by the concerned school principal/Head. The graduate will aslo submit 20 lesson plans taught during teaching practice.

- ii. **Professional Portfolio:**
Each graduate will prepare a professional portfolio and submit it to the department.
- iii. **Classroom Observation Report (montessori/ kindergarten classroom observation):**
Each student also requires to observe a session in kindergarten/montessori class for one hour and submit a report of the observation to the ECE & ETE department as per guidelines.
- iv. **Workshop (One Week)**
A one week workshop is also mandatory part of practicum. Workshop will be conducted before practice of teaching in the classroom. The workshop includes components like:
- Language learning
 - Pre-observation guide
 - Techniques for observation in the classroom
 - Preparation of professional portfolio
 - Planning unit of instruction
 - Preparing portfolios
 - Practical issues of teaching and learning
 - Development of AV aid/art work
 - Classroom assessment
 - Classroom management
- v. **End of Practicum Seminar (3 days):**
A three day seminar will be conducted at the end of the practicum. This is also mandatory component. The seminar will cover following areas:
- Reflect/review what has been learned in the field
 - Share observation reports
 - Sharing of professional portfolio

SCORING GUIDE FOR PRACTIUM

S. No.	Component	Marks Allocated
1	Teaching practice/20 Lesson plan	20
2	Professional Portfolio	20
3	Classroom observation report	20
4	Attendance in Workshop	10
5	Presentation of observation report & Professional Portfolio	20
6	Attendance in End of Practicum Seminar	10
	Total marks	100
	Pass percentage	50%

<i>Workshop/Seminar attendance marks distribution</i>	
95 % & above	10 marks
90-94%	09 marks
85-89%	08 marks
80-84%	07 marks
Below 80%	Does not qualify

The graduate has to pass each component of the practicum separately. In case of failure in any component, the student has to take fresh admission in the practicum.

For Academic Assistance:

Dr. Rukhsana Durrani

Programme Coordinator

Office: 051-9250167

rukhsana.durrani@aiou.edu.pk

Faculty Members

Prof. Dr. Nasir Mahmood

Chairman

Ph: 051- 9057718, 051-9057719

Email: nasir.mahmood@aiou.edu.pk

Dr. Fazalur Rehman

Associate Professor

Ph: 051-9057268

E-mail: fazalaiou@aiou.edu.pk

Dr. Muhammad Athar Hussain

Assistant Professor

Ph: 051-9057703

E-mail: Muhammad.athar@aiou.edu.pk

Dr. Rahmatullah Bhatti

Assistant Professor

Ph: 051-9057346

E-mail: rehmat.ullah@aiou.edu.pk

Ms. Mubeshera Tufail

Lecturer

Ph: 051-9057703

Dr. Rukhsana Durrani

Lecturer

Office: 051-9250167

rukhsana.durrani@aiou.edu.pk

FEE TARIFF

Admission fee (At the time of first admission in Programme)	Rs 1000/-
Registration fee	Rs 100/-
Fee for 3 credit hours course: Rs.3860/- Fee for 6 courses: 3860×6= Rs.23160/-	Rs.23160/-
Technology fee (per student per semester)	Rs 200/-
Total Fee for 1st Semester	Rs 24460/-
Practicum Fee: Rs.4800/- (in Second Semester)	Rs 4800/-

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, PindiGheb. 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, KallarKahar. 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 MurtazaSatti, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Higher Secondary School MalotSattian, Tehsil KotliSatian, Distract Rawalpindi. 0346-5429130
10.	Ch. Muhammad Ashraf, Regional Coordinator, Allama Iqbal Open University, Street No. 10, Mohallah Mission Compound, MehmadaRaod, 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 JalalpuPirwala. 0301-5227173	17.	Mr. Sikandar Hayat, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. Muslim Union High School MianChannu. 0301-3017686	18.	Mr. Sabeer Ahmad Abbasi, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. College, JhikaGali 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, WahCantt. 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 KallarSyedan, 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, RenalaKhurd. 0308-7523947, 0345-7523947
28.	Mrs. RuqiaKousar, Mr. Muhammad Javed Bashir, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. College for Women Tandlianwala. District Faisalabad. 0335-7769371	29.	Mr. Abdul GhafoorZahid, 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 ChakJhumra, 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 PindiBhattian, 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 MandiBahauddin. 0345-5763246
40.	Mr. Adeel Abbas, Regional Coordinator, Allama Iqbal Open University, Dy. D.E.O, Govt. Boys High School PindDadan Khan, District Jhelum. 0345-9216000				

SINDH

1.	Mr. Ghulam Qadir Jamali, Regional Coordinator, Allama Iqbal Open University, HST, Govt. Boys High School, KhairPur 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
----	--	----	--	----	---

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, Kandiario, District Nausheroferoz 0301-2127574		
----	---	----	---	--	--

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 Mansehra. 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, AmanGarh, 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. InamUllah, 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. FaizurRehman, Regional Coordinator, Allama Iqbal Open University, Asstt. Prof. Govt. Degree College, Alpurai, Shangla. 0301-5906618	12.	Mr. Khalil urRehman, Regional Coordinator, (Dargai) Allama Iqbal Open University, Headmaster, GHS DheriKot, Malakand. 0323-8538179, 0341-5337988

13.	Mr. AurangBadshah, Regional Coordinator, Allama Iqbal Open University, SS, Village & P.O Piran, BatkhelaMalakand. 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 ulHaq, 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
22	Mr. Iqbal Badshah, Regional Coordinator, Allama Iqbal Open University, SS, Govt. Higher Secondary School No.03, LakkiMarwat. 0346-9501419	23.	Mr. Muhammad Salim Khan, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. High School No.01, Tank. 0336-9445974	24.	Mr. Khurshid Khan, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. High School, Takht Bhai, District Mardan. 0300-9300588, 0315-9300077
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&DistrictSwabi. 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 Taufeeque Khan, Regional Coordinator, Allama Iqbal Open University, Principal (Rtd.), MehtabKhurshid 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		

BALOCHISTAN

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, SardarSohbat Khan Gola, Tehsil Dera Allah Yar, District Jaffarabad. 0333-7858673	3.	Mr. Zahid Hussain, Regional Coordinator, Allama Iqbal Open University, SST, Govt. High School, SohbatPur. 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 JhalMagsi. 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. MehfoozUllah, 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 HatianBala, 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.

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



علامہ اقبال اوپن یونیورسٹی اسلام آباد
(شعبہ امتحانات، ریکارڈ سیکشن)

FOR OFFICE USE ONLY

DTS No	PC No

درخواست برائے حصول پرویزٹل (PRC) / سرٹیفکیٹ اسناد ڈگری / ڈپلومہ کے لیے مکمل کاغذات کے ساتھ فارم جمع کرانا ضروری ہے۔

Degree	<input checked="" type="checkbox"/>
Urgent	<input type="checkbox"/>
Normal	<input type="checkbox"/>

نوٹ: فیس جمع کرنے کے بعد بینک چالان (AIUO ڈیپازٹ کاپی) ہمہ قارم بینک میں جمع نہ کروائیں بلکہ بنام کنٹرولر امتحانات AIUO کے پتے پر ارسال کریں۔

پروگرام کا نام _____

رول نمبر	رجسٹریشن نمبر	گروپ کا نام (جنرل، کامرس، ورس، نظامی)

نام طالب علم (اردو میں) _____ ولدیت (اردو میں) _____

نام انگریزی حروف میں _____ (اپنا نام اور ولدیت وہی تحریر کریں جو میٹرک کی سند میں ہے)

Name	
------	--

ولدیت انگریزی حروف میں _____

S/o, D/o	
----------	--

ڈاک کا مکمل پتہ (انگریزی حروف میں) _____

موبائل فون نمبر (لازمی) _____ ای میل: _____

سرٹیفکیٹ / ڈگری فیس _____ دوبارہ امتحانی فیس (RA) _____ کل فیس _____ بذریعہ بینک چالان نمبر _____ مورخہ _____ برانچ کا نام _____ ادا کردہ گی ہے۔

تاریخ پیدائش (صرف میٹرک کی پرویزٹل رزلٹ کارڈ PRC حاصل کرنے کے لیے) _____ قومی شناختی کارڈ کا نمبر (شناختی کارڈ کی فوٹو کاپی لف کریں) _____

پاس شدہ کورسز / مضامین کی تفصیل کا اندراج کریں

نمبر شمار	کورس کوڈ	سمسٹر	مائل کردہ نمبر	نمبر شمار	کورس کوڈ	سمسٹر	مائل کردہ نمبر	نمبر شمار	کورس کوڈ	سمسٹر	مائل کردہ نمبر
-1				-15				-29			
-2				-16				-30			
-3				-17				-31			
-4				-18				-32			
-5				-19				-33			
-6				-20				-34			
-7				-21				-35			
-8				-22				-36			
-9				-23				-37			
-10				-24				-38			
-11				-25				-39			
-12				-26				-40			
-13				-27				-41			
-14				-28				-42			

(رزلٹ کارڈ سمسٹر وارز فیس کریں)

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

بیان حلفی: میں ملحق بیان کرتا ہوں کہ اوپر جو معلومات درج کی گئی ہیں وہ درست ہیں اور ان میں کسی قسم کی غلطی یا غلطی نہیں کی گئی ہے۔ جو تصدیق شدہ استاد / سرٹیفکیٹ / ڈگری اور رزلٹ کارڈز کی کاپیاں درخواست کے ساتھ منسلک کی ہیں وہ میرے اپنے ہیں۔ اگر کوئی قسم یا تبدیلی پائی گئی تو یہ خود بخود ہی غلطی یا غلطی ثابت ہونے کی جگہ ہوگی۔

دستخط طالب علم

پتہ برائے ترسیل (طالب علم خود پر کریں)

پتہ برائے ترسیل (طالب علم خود پر کریں)

سرٹیفکیٹ / ڈگری
نام (طالب علم):
ولدیت:
ڈاک کا مکمل پتہ:
تحصیل
فون / موبائل نمبر (لازمی)

سرٹیفکیٹ / ڈگری
نام (طالب علم):
ولدیت:
ڈاک کا مکمل پتہ:
تحصیل
فون / موبائل نمبر (لازمی)

