

PROSPECTUS

OF

- **Master in Library and Information Sciences**
- **MSc Sociology**
- **MA History**
- **PGD Educational Leadership and Management**

For
SEMESTER: SPRING 2020



Allama Iqbal Open University
Islamabad

Price Rs.500/-

(All Rights are Reserved with the Publisher)

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

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”.
 - i. Master in Library and Information Sciences
 - ii. MSc Sociology
 - iii. MA History
 - iv. PGD Educational Leadership and Management
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.

CONTENTS

	<i>Page #</i>
VICE-CHANCELLOR’S MESSAGE	1
ALLAMA IQBAL OPEN UNIVERSITY	2
FACULTY OF SOCIAL SCIENCES & HUMANITIES	2
Department of Library and Information Sciences	3
MLIS	4
Department of Sociology	8
MSc Sociology	8
Department of History	11
MA History	11
FACULTY OF EDUCATION	13
PGD ELM	16
General Information	18
Regulations for Refund of Admission Fee	20
Important Telephone Numbers	20
AIOU Regional Coordinating Office Addresses	21

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 alongwith allied material and university prepared study guides help students to polish their skills.

At present, the AIOU is offering programmes from Matric to PhD level in diverse disciplines comprised of four faculties. The university has established study centres across the country where distance education students are provided necessary guidance by their respective tutors. Moreover, the university has established full-time study centres wherein the students of MBA (IT), MBA (Banking and Finance), MBA (Marketing), MBA (HRM), BS (CS), MSc/BS Chemistry, MSc/BS Microbiology etc. are being provided instruction, guidance and counselling through face-to-face education. AIOU is also offering four years under-graduate degrees.

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

FACULTY OF SOCIAL SCIENCES AND HUMANITIES

First established in 1981 with five departments, the Faculty of Social Sciences and Humanities has, over the years, flourished to become, by far, the largest Faculty of the University. It, today, consists of 14 departments offering masters programmes in major areas of Social Sciences and Humanities like, Business Administration, Economics, Mass Communication, Sociology, Urdu, Library & Information Sciences, History, Pakistan Studies and Teaching of English as a foreign Language (TEFL). Additionally, efforts are afoot to plan and launch post-graduate programmes in Pakistani Languages and Law.

The Commonwealth-collaborated master's programmes in the areas of Business and Public Administration, which are specially

tailored for the modern day busy executives, were launched in Spring 2002 semester.

In tune with the government's policy of promoting and strengthening a culture of higher education and research in the country, the AIOU's Faculty of Social Sciences and Humanities has shown a lot of dynamism over the past few years. It has launched MPhil/PhD programmes in Iqbaliat, Urdu and Mass Communication and History while preparations are being made to launch MPhil Business Administration, Applied Linguistics.

The Faculty of Social Sciences & Humanities also offers several bachelors' level programmes in such professional areas like Bachelors in Library & Information Sciences (BLIS), BS-Business Administration, BS-Commerce and Mass communication. Tens of thousands of students comprising all demographic groups and, from all over the country, enroll, each year, in these bachelor's level programmes.

The Faculty has expanded vitally and its programmes have gained a high popularity as is clear from rapidly rising trend of enrolment during the past decade. During the period under report, the Faculty accorded high priority towards quality improvements and to modify its programmes in accordance with the current challenges of 21st century.

The Faculty proposed to launch Post-Graduate programmes in the disciplines of Political Science and International Relations, Psychology, Public Administration and Social Work

DEPARTMENT OF LIBRARY AND INFORMATION SCIENCES

Introduction

Postgraduate library education in Pakistan started in 1956 by the University of Karachi. In the mid-eighties there were six library science departments all over the country. But they were not producing the required number of trained professional graduates as per demand. Moreover, the rate of technological change created by television, computer and other mass media was so stunning that many librarians had been unable to assess clearly its far-reaching effects on the sphere of their services and operation. Thus keeping in view the demand of professional staff and mission of AIOU, the Department of Library and Information Sciences was established in 1985 within the Faculty of Social Sciences and Humanities to cope with this shortage and change. It contributes to meeting the professional requirements of the existing libraries and training skilled manpower scattered all over the country in accordance with the emerging need and trend. Presently the Department offers three programmes i.e. Certificate in Librarianship, BA (Library and Information Sciences) and Master of Library and Information Sciences (MLIS). The certificate and BA programmes particularly relate to the jobs of paraprofessionals to assist the professional librarians.

Objectives

The main objective of these programmes is to produce highly skilled professional and paraprofessional human resource to serve the libraries and related organizations.

MASTER OF LIBRARY & INFORMATION SCIENCES (MLIS)

Objectives

This programme intends to provide an opportunity to enhance the knowledge and skills as well as qualifications in the field of library and information sciences (LIS). It is designed to enhance the students' abilities to identify opportunities, make firm and clear-cut decisions, plan and control library functions. The programme seeks to promote a high degree of professionalism and a deep sense of integrity and social responsibility in students.

Eligibility Criteria and Procedure of Admission

An applicant having bachelor's degree with any subject(s) in second division (at least 45% marks) from any HEC recognized university is eligible to get admission. There is no age limit and merit determination. Interested candidates should deposit the prescribed fee and completed admission form alongwith all required documents (attached copies of detailed mark sheets, certificates/degrees of matriculation, intermediate, graduation, CNIC, domicile, photos, etc.) in any designated bank as listed in the prospectus.

Note: All the eligible candidates across Pakistan will be given admission provided they have fulfilled the required formalities. But, the tutorial classes and workshops will only be held in the Regions where sufficient number of students is available. On the basis of availability of sufficient number of students, groups will be formed in respective AIOU regions in Pakistan according to the addresses of the students mentioned

on admission form. In case of low enrollment in any region, the students will be allotted any other nearby region.

Pre-requisites from MLIS Students

An MLIS student must have a computer with internet connection to successfully complete this programme. Study guides and further study guidance along with unit-wise and other links to various online, free resources are available in downloads at LIS Department website <lis.aiou.edu.pk>, which are sufficient for assignments preparation and exams.

The University will not send any helping books except study guides to students. Most updates are available at AIOU website www.aiou.edu.pk such as matters relating to admission, exam and result, tutorials, workshops, assignments, and so on. A student should willingly be hard working enough to get information and knowledge. Consult your AIOU-appointed tutors for technical and conceptual guidance. Take full benefit from your tutorial classes and workshops. We are also providing guidance to students on daily basis via our Facebook page <LIS@AIOU official>; hence join this page as well.

Scheme of Studies (MLIS)

Duration

The Duration of MLIS programme is four semesters, i.e. two years.

Courses

A student will have to complete 20 courses comprising 60 credit hours in four semesters.

Assessment

Written examination = 70% weight

Assignments = 30% weight

Note: The AIOU has uniform criteria for grading, examination pass marks, etc.

1st Semester

S. No.	Course Title	Course Code	Credit Hours
1	Foundation of Librarianship	5500	3
2	Introduction to Library and Information Sciences	5501	3
3	Information Sources and Services	5502	3
4	Classification: Theory and Practice	5503	3
5	Cataloguing: Theory and Practice	5504	3

2nd Semester

1	Collection Development	5505	3
2	Management of Libraries and Information Centres-I	5641	3
3	Management of Libraries and Information Centres-II	5642	3
4	Library Automation, Information Storage and Retrieval-I	5643	3
5	Library Automation, Information Storage and Retrieval-II	5644	3

3rd Semester

S. No.	Course Title	Course Code	Credit Hours
1	Resource Sharing and Networking-I	5645	3
2	Resource Sharing and Networking-II	5646	3
3	Advanced Technical Operations-I	5647	3
4	Advanced Technical Operations-II	5648	3
5	Research Methods & techniques for Librarians-I	5649	3
6	Research Methods & techniques for Librarians-II	5650	3

4th Semester

1	Public Records, Rare Material and Their Conservation-I	5651	3
2	Public Records, Rare Material and heir Conservation-II	5652	3
3	Management of Serial Publications-I	5653	3
4	Management of Serial Publications-II	5654	3

The university reserves the right to introduce changes, additions, withdrawal or restructuring of courses without any prior notice.

Internship

All MA (LIS) students will undergo two months' unpaid internship training in a library of repute during or after their final semester. Students will have to do the internship beyond two months against the number of working days they avail any leave or remain absent. Students' requests for nearby libraries

for internship from among the following libraries will be considered for further processing.

- i. All central/main libraries in HEC approved public sector universities and degree awarding institutes.
- ii. All national libraries.
- iii. Selected central/main libraries in HEC approved private sector universities and degree awarding institutes (e.g. LUMS, Aga Khan University, GIKI).
- iv. Selected major public libraries located at divisional headquarter cities (e.g. Punjab Public Library, Lahore; Quaid-e-Azam Public Library, Lahore; Central Library, Bahawalpur; Liaqat Memorial Library, Karachi).
- v. Selected special libraries located at divisional headquarter cities (e.g. State Bank Library, Karachi; PASTIC Library, Islamabad).
- vi. All main/central libraries in PMDC-approved public and private medical colleges.
- vii. All main/central libraries of public/private sector research centers/institutes (e.g. Cotton Research Institute), provided these centers/institutes maintain a well-established, open-shelved computerized libraries with sufficient number of professional, paraprofessional, and non-professional staff.
- viii. Any other library of repute not listed above.

Instructions for Internship

Libraries in primary/secondary/higher secondary schools, and inter/degree colleges are not listed for the purpose. Only postgraduate degree colleges may be considered if there is no other library as listed above in the same region. A student is

expected to do practical, professional work in all sections of the library during his/her internship. A student already working in a listed library may not be allowed internship there unless the LIS Dept gets ensured that he/she would work in all sections of the library regularly. Student will fill an Internship Application Form indicating the library of his/her choice selected from the above list for internship and send that form to the LIS Department. The LIS Department will issue a reference letter to the student for internship purpose. However, it rests with student to first visit the selected library to seek their permission for internship. If a student fails to select a good library the Department will itself select a library and issue him/her a reference letter. Internship would only be accepted in libraries for which the LIS Department had issued a reference letter. A student's internship without a reference letter from the LIS Department will not be accepted. Once an internship reference letter is issued, students' requests for the change of library may not be considered unless he/she gives sound justification. A student must start his/her internship around the date mentioned in application form, otherwise they would justify in writing to the library concerned and the LIS Department. Students are advised to keep a copy of the internship reference letter before submitting it to the library concerned. On completion of internship the librarian concerned will issue an internship certificate to the student indicating his/her dates of internship, sections in which he/she worked, and his/her overall performance and behavior. Internship form is available at LIS department Website <lis.aiou.edu.pk> send application form duly filled alongwith documents via email as advised on the form.

Internship Report and Comprehensive viva voce

The amendment with regard to internship report and comprehensive viva voce is under process. Please keep on visiting its deptt. Website <lis.aiou.edu.pk> for updates.

Fee Tariff

Registration Fee: (once at the time of 1 st admission in University)	Rs.200/-
Admission Fee:	Rs.700/-
Technology Fee + Courier Charges:	Rs.135/-
Per 3 credit hours course fee Rs.2090/- (Rs.2090×5)	Rs.10450/-
Total fee for 1st Semester	Rs.11485/-

Fee for subsequent semesters will be informed at the time of their admission.

Medium of Instruction & Examination:

English/Urdu.

Note: Candidates are advised to keep in contact with their AIOU Region concerned for LIS updates regarding system of education, admission FAQs, tutors' information, tutorial and workshop schedule, etc. They are also advised to keep on watching website of AIOU <www.aiou.edu.pk> and LIS Department <lis.aiou.edu.pk> for updates. Our Facebook page is: LIS @AIOU official.

FACULTY MEMBERS

- 1. Dr. Pervaiz Ahmad**
Chairman
Email: pervaiz@aiou.edu.pk
Ph. 051-9057819, 051-9250179
- 2. Dr. Muhammad Arif**
Assistant Professor
Email: muhammad.arif@aiou.edu.pk
- 3. Muhammad Jawwad**
Lecturer
Ph. 051-9057205
Email: muhammad_jawwad@aiou.edu.pk
- 4. Dr. Amjid Khan**
Lecturer
Ph. 051-9057235
Email: amjid.khan@aiou.edu.pk
- 5. Dr. Sajjad Ullah Jan**
Lecturer
Ph: 051-9057235
Email: sajjad.ullah@aiou.edu.pk

DEPARTMENT OF SOCIOLOGY

Introduction

The department of Sociology, Social work and Population studies is a part of Faculty of Social Sciences and Humanities. It was established in 1985. The department offers MSc Sociology and various graduate and undergraduate level courses of Sociology, Anthropology, Population Studies, Community and Rural Development.

Aims and Objectives

The major objectives are:

- To introduce the students with the recent and contemporary debates and frameworks for social analysis to enable them to understand, evaluate and compare arguments.
- To provide students an understanding of different social problems of society and highlight them for broader national interest.
- To prepare students for scholarly and applied research and for teaching in Sociology.

MSC SOCIOLOGY PROGRAMME:

Keeping in view the rising demand for Sociology, both by public and private sectors, the department started MSc Sociology programme in 2001. The programme combines an emphasis on competence in social theory and research methods. Students are trained in several sub fields of sociology in which the faculty has concentrations of expertise. Among these are population dynamics, social Statistics, Gender Issues,

Development issue, Deviance etc. It is this broad perspective that has made sociology a unique and one of the most comprehensive academic disciplines.

Objectives

The major objectives of the programme are:

To provide students historical understanding of the discipline through the study of various approaches and traditions of sociological theories

To introduce students to recent and contemporary debates and frameworks for social analysis to enable them to understand, evaluate and compare arguments

Duration: Two years or a minimum of four semesters.

Eligibility to Apply

1. At least/Minimum, second division (45%) Bachelor's Degree
2. Term/Semester result cards will not be accepted (Without P.C's/ Degrees/ Certificates).

Scheme of Studies:

1st Semester

S.#	Course Title	Code	Cr. Hrs
1	Introduction to Sociology: Culture and Society	4681	3
2	Sociological Theory-I	4682	3
3	Methods of Social Research-I R	4683	3
4	Population Studies	4684	3
5	Sociology of Gender Issues	4685	3

2nd Semester

6	Introduction to Sociology: Social Change and Social Institutions	4686	3
7	Sociological Theory-II	4687	3
8	Methods of Social Research-II	4688	3
9	Social Statistics	4689	3
10	Sociology of Gender Issues: Gender Dynamics	4690	3

3rd Semester

S.#	Course Title	Code	Cr. Hrs
11	Sociology of Deviance: Theoretical Explanation	4691	3
12	Deviance, Social Control and Issue of Delinquency	4692	3
13	Sociology of Development: Meanings and Explanation	4693	3
14	Issues in Development	4694	3
15	Sociology of Child Rights and Child Development	4695	3
16	Population dynamics	4698	3

4th Semester

17	Introduction to Social Works: Methods in Social Work	4696	3
18	Fields of Social Work	4697	3
19	Social Psychology-I	5639	3
20	Social Psychology-II	5640	3
OR			
21	Thesis <ul style="list-style-type: none"> • Synopsis • Thesis report • Viva-Voce 	5561	12

Thesis

The students are given choice to opt either for course work or research work/Thesis in their last semester. They will be required to submit the research proposal for their thesis if opted. Thesis will preferably deal with Pakistani context. There will be an intensive workshop in the start of the semester for thesis. Research will be conducted under the supervision of research supervisor/advisor. After submission of thesis by the student and its evaluation by the external experts, the students will appear before a viva voce committee to defend their thesis. University regulations pertaining to thesis are available with the department. Students can get a copy of the same on request/payment.

The above order of the course offering may change as per university requirement.

Medium of Instruction:

Medium of instruction is English

Instructional Methodology Assessment

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

Assignments

Assignments are those written exercises which student are required to complete while being at homes or places of work after having studied their required material prescribed in the study guide/reader. They are designed in a way to motivate the students in studying the required readings and enabling them to relate their reading with their own objective. For each 3 credit hours course, you will receive two assignments.

After completion, you will send these assignments to your tutors within a time schedule for assessment and necessary guidance. The tutor is supposed to return the same after marking and providing necessary academic guidance.

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

Workshops:

Workshops for the MSc Courses will be held at university main campus, Islamabad or respective regions based on enrolment.

Final Examination

Final Examination (a three hours written examination will take place at the end of the semester).

The two components contribute with ratio of 30:70 to the student's final course grade.

The requirements to qualify each component are given below:

- * A minimum of 40% in each assignment.
- * A minimum of 40% in the final written examination.
- * An aggregate of 40% in both the components i.e. assignments and final examination.

To take final examination the student has to pass assignment component.

The grade will be determined as follow:

Percentage Marks	Letter Grade
80 and above	A+
70-79	A
60-69	B
50-59	C
40-49	D

Fee Tariff (for MSc Sociology)

Registration Fee: (at 1 st admission in University)	Rs.200/-
Admission Fee: (at 1 st admission in Programme)	Rs.700/-
Technology Fee + Courier Charges:	Rs.135/-
Per 3 credit hours course fee Rs.2090/- (2090×5)=	Rs.10450/-
Total fee for 1st Semester	Rs.11485/-
Thesis Fee: Rs.8510/- (12 Credit Hours)	
Viva Voce Fee: Rs.1650/-	

FACULTY MEMBERS

1. **Mrs. Farhana Khattak**
Incharge/Assistant Professor
Ph: 051-9057806, 051-9250083
2. **Syed Imran Haider**
Assistant Professor/Programme Coordinator
MSc Sociology / PGD Criminology
Ph: 051-9057807
imran.haider@aiou.edu.pk
3. **Ms. Nasim Khan Mahsud**
Lecturer/Programme Coordinator PGD Population & Development
Ph: 051-9057691
nasim.khan@aiou.edu.pk

DEPARTMENT OF HISTORY

The Department of History had been part of the Department of Social Sciences and Humanities established in 1981. The Department of History started working as an independent department in 1995. MA History Programme was introduced first time in 1998. In 2009, the Department initiated the revision process to revise the whole Scheme of Studies. The Department is now offering MA History (Revised Scheme of Studies).

MA History Programme:

Aims and Objectives

The aim of the department is to produce sensitized, educated and trained graduates, with a balanced approach and world view who can serve the humanity without any racial, regional or intellectual biases.

Eligibility for Admission

Minimum qualification for admission in MA History Programme is second Division (45%) Bachelor's Degree. An eligible candidate is required to attach attested photocopies of certificates/degrees and marks sheet with the admission form (duly filled in) along with the requisite fee and submit it in the bank as per prescribed procedure.

Medium of Instruction

The medium of instruction and examination is preferably English. The assignments and final examination will be in

English. However, the students have option to respond in either English or Urdu.

Scheme of Studies

A student has to fulfill the following requirements to obtain a degree in MA History:

1. MA History is a 60 credit Programme. Each course is of 3 credit hours. Courses of first two semesters are compulsory.
In the 3rd and 4th semester, the student has to choose five courses in each semester.
2. For MA History Degree, the student has to complete 60 credits/20 courses.
3. A course workshop of 3-4 days for each course will be organized at regional campuses. It is mandatory for the students to attend this course workshop, where ever it is offered.

4.

1st Semester – Compulsory Courses

S. No.	Course Title	Course Code	Credit Hours
1	Research Methods	5671	3
2	Ancient Cultures & Civilization of India	5672	3
3	Muslims in India (712–1526)	5673	3
4	Early Islamic History (570–661)	5674	3
5	Constitutional Development & Muslim Response in India (1900–47)	5675	3

2nd Semester – Compulsory Courses

1	Historical Research Methods	5676	3
2	Mughal Rule in India (1526–1707)	5677	3
3	Decline of the Mughals in India	5678	3
4	Historiography	5679	3
5	Rise of the British and Muslim Rule in India (1707–1858)	5680	3

3rd Semester – Elective Courses (Select any five courses)

1	Pakistan and the World Affairs	5681	3
2	History of Punjab	5682	3
3	History of Pakistan–I (1947–71)	5683	3
4	History of Sindh	5684	3
5	British Administration & Constitutional Development in India (1858–1947)	5685	3
6	History of Saudi Arabia	5686	3

4th Semester – Elective Courses (Select any five courses)

1	History of NWFP (KP)	5687	3
2	Afghanistan: A Synoptic History (1747–2006)	5688	3
3	History of Modern India (1947–2006)	5689	3
4	History of Pakistan-II (1971–2008)	5690	3
5	History of Baluchistan	5691	3
6	Muslim Political Thought in India	5692	3

Assessment System

1. The students are required to submit two assignments for

each 3 credit hour course to his/her tutor within the specified time according to the assignment schedule. Pass marks in assignment are 40.

2. The students have to appear in the final examination conducted for each course. Pass marks in final examination are 40.
3. The students have to obtain an aggregate of 40 percent (assignment + final examination) in each course to be declared pass in each course.

A Summary of the Assessment System is provided below:

Assessment Component	Total Marks	Passing Marks	Weightage
Assignment-1	100	40	30%
Assignment-2	100	40	
Final Examination	100	40	70%
Aggregate Marks			100
Aggregate Passing Marks			40

Fee Structure:

Registration Fee: (at 1 st admission in University)	Rs.200/-
Admission Fee: (at 1 st admission in Programme)	Rs.700/-
Technology Fee + Courier Charges:	Rs.135/-
Per 3 Credit Hours course fee: Rs.2090 x 5=	Rs.10450/-
Total fee for 1st Semester	Rs.11485/-

Faculty Members:

(Student may contact for guidance):

1. **Prof. Dr. Samina Awan**
Chairperson/Dean
Faculty of Social Sciences and Humanities
Ph: 051-9250073, 051-905782
2. **Dr. Kishwar Sultana**
Associate Professor
Ph: 051-9057837
3. **Mr. Abdul Basit Mujahid**
Assistant Professor
Ph: 051-9057822
4. **Dr. Kausar Parveen**
Assistant Professor
Ph: 051-9057825
5. **Ms. Sadia Aziz**
Assistant Professor
Ph: 051-9057686
6. **Ms. Fozia Umar**
Lecturer,
Ph: 051-9057686
7. **Mr. Muhammad Sajid Khan**
Lecturer,
Ph: 051-9057772
8. **Staff Office**
Ph: 051-9250073, 9057821

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 then 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 Faculty of Education

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 & Elementary Teacher Education
4. Secondary Teacher Education
5. Science Education
6. Special Education

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 in Education. It also offers courses at BA level.

Educational Planning, Policy Studies and Leadership (EPPSL)

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

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.

The programmes/courses of this department comprise MA, MEd & BEd as professional degree programmes. The department also offers MPhil and PhD in Education, which are aimed to prepare highly skilled leaderships in the field of teacher education.

Early Childhood Education & 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 Department offers Associate Degree in Education, Postgraduate Diploma in ECE, BEd (1-½ year), BEd (2-½), BEd (4 year), MEd, MPhil and PhD programmes. It also offers “Education” as subject at Matric, Intermediate & Graduate level. The department plans to offer non-credit research courses and postgraduate diploma for teaching in higher education.

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 mathematics and science teachers. Presently the department offers specialized courses in science education at undergraduate and postgraduate level. Specialized courses provide conceptual framework and insight into the teaching of science. The department also offers MEd, MPhil and PhD programmes in science education.

Special Education

The Department was established in 1985. The department imparts education and training to teachers for the special children in four specialization 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 comprise MEd, MA, MPhil and PhD in the field of Special Education.

Programmes of Faculty of Education

The Faculty has developed and launched more than 275 courses (up to Spring 2015 Semester) 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.

PhD in Education with following specializations:

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

MPhil Education with following specializations:

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

MEd Education with following specializations:

- MEd Distance and Non Formal Education
- MEd Elementary Teacher Education
- MEd Teacher Education
- MEd Science Education
- MEd Special Education

MA Education with following specializations:

- 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 Programs

- BEd (1-½ years, 2-½ years, 4 years)
- PGD Educational Planning and Management
- PGD Early Childhood Education
- PGD Educational Leadership and Management
- Associate Degree in Education (2 years)
- Courses of Education at SSC, HSSC and BA level
- Certificate in Literacy and Non-Formal Education

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

MA EDUCATION PROGRAMMES

- MA (Distance and Non-Formal Education)
- MA (Educational Planning and Management)
- MA (Education) Teacher Education
- MA (Special Education)

Eligibility:

A graduate with second division is eligible to apply for admission to MA Education (DNFE & STE), MA (Special Education) and MA and PGD in Educational Planning and Management.

POST GRADUATE DIPLOMA

EDUCATIONAL LEADERSHIP & MANAGEMENT

Introduction

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

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

Objectives of the Programme

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

To prepare and guide interested students for pursuing higher studies and research in (EPM)

Eligibility for Admission

Applicant having 14 years of Education from HEC recognized institution with at least 2nd division (45%) marks or equivalent CGPA are eligible to apply.

PGD (ELM) candidates shall not submit the fee they should

submit only the admission form with all the relevant attested documents including experience certificates to the concerned department Chairman AIOU Islamabad.

After determination of the merit, selected candidates will be offered to submit their fee with in stipulated time period.

Duration

Duration of PDG ELM programme is one year comprising 2 Semester. A student shall have to successfully complete 30 credit hour course and research project.

PGD ELM programme comprises of 30 credits course work along with the research Project with following details (Medium of Instruction will be in English)

1st Semester

S. No.	Code	Course Title	Credit Hours
1	1645	Educational Leadership	3
2	1646	Organizational Leadership	3
3	1647	Instructional Supervision	3
4	1648	Institutional Development	3
5	1649	Educational Research	3

2nd Semester

S. No.	Code	Course Title	Credit Hours
1	1690	School Administration & Supervision	3
2	1691	School Community Relations	3
3	1692	Comparative Perspective of ELM	3
4	1693	Educational Resource Management	3
5	1694	Research / Project	3

Mode of instructions

Two options are available for students to select the mode of instruction:

Correspondence mode: In which printed learning material and hand written assignments are included

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

Students cannot change the mode of instruction during semester / Programme.

Note:-

- PGD degree in ELM can be awarded only when the students have completed 30 credit hours.
- Medium of instruction for PGD ELM is English.
- Three Days workshop for each course will be held in each semester only at AIOU Main Campus Islamabad. Participation in the workshop is mandatory and prerequisite for exams.

Fee Tariff: (PGD ELM)

Registration Fee: (at the time of 1st Admission in University)	Rs.200/-
Admission Fee: (At the time of 1 st Admission in Programme)	Rs.700/-
Technology Fee + Courier Charges	Rs.135/-
Course Fee /Per 3 credit hour: Rs.2090/- 5 Courses Fee: (Rs.2090×5)=Rs.10450/-	Rs.10450/-
Total Fee for 1st Semester	Rs.11485/-
Research Project (3 credit hours)	Rs. 2090/-
Project Evaluation Fee: (paid at the time of submission of Research Project for Evaluation)	Rs. 1775/-

CONTACT DETAILS

Programme Coordinator

Dr, Sarwat Maqbool Phone No.051-9057704

Email: sarwat.maqbool@aiou.edu.pk

Department of Educational

Planning Policy Studies & Leadership (EPPSL)

www.aiou.edu.pk

Phone: 051-9057717

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
----	---	----	--	----	---

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, 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, Deggari, 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, Batkhela Malakand. 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, Bibywar, 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
22	Mr. Iqbal Badshah, Regional Coordinator, Allama Iqbal Open University, SS, Govt. Higher Secondary School No.03, Lakki Marwat. 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&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 Taufeeque 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		

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, 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 Library & Information Sciences

MLIS INTERNSHIP APPLICATION FORM

Name _____

CNIC No. _____

Roll Number _____

Registration Number _____

No. of MLIS courses passed _____

Email Address _____ Mobile No. _____

One
photograph
with visible
face for
identification

Complete Name and address of the institution/organization/library where you intend to do internship (please see guidelines above):

Name of library with institution/organization name: _____

Name of head of library and his/her designation _____

Email and phone number of head of library _____

Intended start date of internship: 1st or 2nd or 3rd or 4th week of the month _____ year _____

Note:

- Attach a copy of your CNIC with this application form
- For further information please contact 051-9057235,9057819
- Email this filled form at: mlisinternship@gmail.com

Complete Postal Address of the Student:

Dated: _____

Signature of Student

ALLAMA IQBAL OPEN UNIVERSITY
Department of Library & Information Sciences

MLIS VIVA VOCE FORM

One
 photograph
 with visible
 face for
 identification

Name of student _____

Roll No. _____ Registration No. _____

Present Postal Address _____

Landline Telephone No. with area code: _____

Mobile: _____ E-mail address _____

Name of Internship Institution/Organization/Library: _____

Did you seek permission/reference letter from the LIS Department for internship? Yes /No

Detail of Pass Courses of MLIS

Sr. No	Code	Semester	Marks	Sr. No.	Code	Semester	Marks	Sr. No.	Code	Semester	Marks
1	5500			8	5642			15	5649		
2	5501			9	5643			16	5650		
3	5502			10	5644			17	5651		
4	5503			11	5645			18	5652		
5	5504			12	5646			19	5653		
6	5505			13	5647			20	5654		
7	5641			14	5648			21	5520		

Total Marks: _____ Marks Obtained: _____ Percentage: _____

Number of appearance(s) at vivavoce First Second Third

Enclosures/Tasks performed (write Yes or No in the last column):

Sr	Enclosures/Tasks (Attach this form in the beginning of file)	Yes/No
1	Attested copy of CNIC (bring original at the viva voce)	
2	All pass result cards of MLIS (copies or web-based)	
3	Internship Certificate (Original, stamped, and signed)	
4	Internship Report	
5	All above paper documents in a spiral bound file	

Dated: _____

Signature: _____
 Student



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 01st 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

