

# ADMISSION Autumn 2020

# AIOU

## Associate Degree (Commerce)



Allama Iqbal Open University, Islamabad

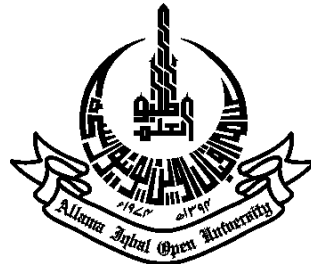
[www.aiou.edu.pk](http://www.aiou.edu.pk)

Help Line: (051) 111-112-468

# **PROSPECTUS**

## **Associate Degree in Commerce**

**SEMESTER: AUTUMN 2020**



**Allama Iqbal Open University  
Islamabad**

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|                          |   |
|--------------------------|---|
| Semester:.....           | Autumn 2020                                   |
| No. of Copies: .....     | 200 + 50                                      |
| Composed/Layout by:..... | Hameed Zahid                                  |
| Price: .....             | Rs.100/-                                      |
| Printing Incharge.....   | Shakeel Ahmad Khan                            |
| Printer.....             | AIOU-Printing Press, Islamabad                |
| Publisher .....          | Allama Iqbal Open University, H-8, Islamabad. |

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## **IMPORTANT ACTIVITIES TO BE REMEMBERED**

| <b>Activity</b>  | <b>Spring Semester</b> | <b>Autumn Semester</b> |
|------------------|------------------------|------------------------|
| 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](http://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”. Associate Degree Commerce
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

Allama Iqbal Open University (AIOU) is one of the mega universities of the world and it occupies a unique position in the education sector of Pakistan. Because of its affordability and high quality distance and online academic programs. AIOU has now turned into the most favorite university of the country with high international of repute. The university made a landmark progress by ensuring access to quality education rural areas under-privileged students for the people of all ages particularly the females can now select and join the programs of their choice while sitting at their residence and along with continuing their jobs. After assessing the success of many degree programs in Pakistan, AIOU is now going to offer a ranges programs for the students in UAE, Saudi Arabia, Kuwait, Qatar, Bahrain, Oman, USA and many other countries currently. More than 1.3 million students are getting benefits from the high quality educational services of AIOU in all regions of the country through more than fifty regional offices of the university. It offers-suggests many undergraduate and Post Graduate programs at rural and remote areas providing an unparalleled opportunity to all the poor and deprived sections of the society at an affordable cost. The university has recently digitalized all its student-support services for facilitating its students on priority basis. This digitization of the system, it is hoped, will enable AIOU students to get all kinds of educational using their Learning Management system (LMS) portal support online.



Committed for your bright future.

**Prof. Dr. 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 comprising 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 students' 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 Associate Degree in Commerce, 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 21<sup>st</sup> 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 COMMERCE**

The Department of Commerce is one of the pioneer academic Departments of AIOU. The Department was established in 1975 and started offering, Industrial & Commercial Training Courses. Since 1987 Commerce Department started working with a full-fledged capacity to cater the needs of the wide range of people interested in Commerce field. Since its inception, thousands of business graduates have got business education. They are serving the nation in different capacities as part of the country's trained and productive work force. The Department of Commerce since its inception has been offering skill oriented and professional courses to cater the need of industry for professionally trained and productive workforce. As per the vision of University, the Department has always strived to develop courses and programmes in consultation with accreditation bodies and stakeholders. The department takes privilege to offer I.Com, Associate Degree in Commerce, BS Accounting & Finance and M.Com program. The department is a part of Faculty of Social Sciences and Humanities.

### **ASSOCIATE DEGREE IN COMMERCE (ADC) – Two Year**

**Programme Code:**

|   |   |   |   |
|---|---|---|---|
| 0 | 4 | 4 | 4 |
|---|---|---|---|

Business sector of Pakistan is under the process of development. Economy of Pakistan is semi-industrialized that mainly encompasses banking, textiles, hospitals, tourism, chemicals, food processing, hotel & restaurants, agriculture and other industries. These industries are developing and providing employment opportunities to the

masses of Pakistan. These industries need skilled/trained workforce for the achievement of their goals and objectives. People equipped with skills required by these industries can get employment easily at various position. Associate Degree holders will be able to serve the industries at junior level.

Associate Degree program in Commerce has been designed in consultation with academic, industry and Higher Education Commission of Pakistan to develop professionally trained human resources for the specific needs of banking of Pakistan. After the successful completion of the program, the students will be able to get jobs in industries as well as join B.S program in 5th semester or M.Com program at any time in future as per University policy.

#### **Aims & Objectives of the programs**

- To impart job oriented education by developing skills
- To facilitate industrial sector to increase productivity by employing skilled human resource.
- To provide basic knowledge, skills and expertise to student in the field of accounting, finance and banking.
- To train students in management financial resources of small-scale enterprises.

#### **Expected Job Opportunities**

Associate Degree Programme in Commerce degree holders will be able to employ in Government, private, semi government organization, accounts and audit department, as well as in banking sector as an junior auditor, assistant accountant, assistant manager, sales manager, cashier, OG-III or as an owner of business.

#### **Eligibility Criteria:**

Applicants having 12 years of education (F.A./F.Sc or equivalent) from any recognized Board of Intermediate and Secondary Education /University with at least second division (45% marks) would be eligible to apply.

#### **Scheme of Studies**

The Associate Degree Program in Commerce is equivalent to two years graduation. This Degree is skill oriented and better as compared to general graduation. The semester wise scheme of studies is as follows:

### **SEMESTER WISE SCHEME OF STUDIES**

**Programme Code:**

|   |   |   |   |
|---|---|---|---|
| 0 | 4 | 4 | 4 |
|---|---|---|---|

#### **Semester I**

| Sr. No. | Code | Course Title                                       | Cr. Hrs. |
|---------|------|--|----------|
| 1       | 5436 | Islamiat   | 03       |
|         | 5437 | OR<br>Ethics (For Non-Muslim students only)        | 03       |
| 2       | 5401 | Principles of Accounting                           | 03       |
| 3       | 5402 | Fundamentals of Business                           | 03       |
| 3       | 5404 | Compulsory English-I                               | 03       |
| 4       | 5405 | Applied Mathematics for Business & Social Sciences | 03       |
| 5       | 5406 | Micro Economics                                    | 03       |

#### **Semester II**

|   |      |                           |    |
|---|------|---------------------------|----|
| 1 | 5403 | Basics of ICT             | 03 |
| 2 | 5410 | Cost Accounting           | 03 |
| 3 | 5412 | Statistics for Management | 03 |

|   |      |                       |    |
|---|------|-----------------------|----|
| 4 | 5411 | Compulsory English-II | 03 |
| 5 | 5416 | Macro Economics       | 03 |
| 6 | 5438 | Pakistan Studies      | 03 |

### Semester III

|   |      |                                   |    |
|---|------|-----------------------------------|----|
| 1 | 5409 | Business Communication            | 03 |
| 2 | 5414 | Principles of Management          | 03 |
| 3 | 5418 | Financial Accounting              | 03 |
| 4 | 5445 | Business Taxation                 | 03 |
| 5 | 8593 | Fundamentals of Money and Banking | 03 |
| 6 | 8595 | Commercial Geography              | 03 |

### Semester IV

|                           |      |                                  |           |
|---------------------------|------|----------------------------------|-----------|
| 4                         | 5413 | Business Law                     | 03        |
| 1                         | 5417 | Auditing                         | 03        |
| 3                         | 5419 | Advanced Accounting              | 03        |
| 5                         | 5421 | Islamic Banking                  | 03        |
| 2                         | 8594 | Introduction to Business Finance | 03        |
| <b>Total Credit Hours</b> |      |                                  | <b>69</b> |

### Methods of Instruction:

This Program is offered in blended mode of learning comprising of online and workshop classes. Components of this program are as follows:

#### i. Study Material

Study material is provided to students through courier service to students. Students may also get respective study material from <http://aaghi.aiou.edu.pk/>

#### ii. Assignments

In this program, two assignments are given to students of each course. Students have to secure 50% passing marks in these assignments.

#### *Assignments Submission Procedure*

In this program, assignments are submitted in soft form. Therefore, students are required to upload their typed or scanned assignments at their AAGHI PORTAL.

#### iii. Classes

Department of Commerce is offering this program through blended mode of learning comprises of online and workshop classes.

##### a. Online Classes

For each course there will be 9 online classes which will be held in each week. Hence, it is compulsory for students to have computer/laptop and good internet connection. To join online classes and other study material, detailed guidelines are provided to students, which are also available at the following link: <https://aiou.edu.pk/Downloads/>

Online classes of Spring semester start from 2<sup>nd</sup> week of June and for Autumn semester classes start from 2<sup>nd</sup> week of December. Hence, students are required to login to their account (without waiting for intimation from University) and join online classes accordingly.

**b. Workshop Classes**

Workshop classes are usually held at main campus Islamabad, however in case of significant number of students, these classes may be conducted at Regional Centre. Total duration of workshop classes are 15 to 18 days in each semester.

Workshop classes start from Last week of August of Spring Semester and from Last week of February of Autumn semester. 70% attendance is compulsory in workshop classes, failing which the student will reappear in Workshop. Workshop classes may also be conducted online through Aaghi portal as per circumstances.

**iv. Multimedia Programmes**

Department has developed video lectures of each course for the student of this program and the link is given at each course page at AAGHI PORTAL. Students may directly view these lectures at official page of AIOU at YouTube.

**v. Final Examination**

At the end of each semester, students will have to appear in the final examination and secure 50% passing marks to qualify the subject.

**Evaluation System**

Assessment criteria as per rules & regulations of University will be applied as under:

| <b>Assessment Component</b> | <b>Weightage in the aggregate result</b> |
|-----------------------------|--|
| Assignment No. 1 & 2        | 30%                                      |
| Final Examination           | 70%                                      |

For successful completion of each course, the student will be required to qualify in each of the above component. To appear in final examination, it is prerequisite to pass both assignments.

The conditions to qualify each component are given below:

- a. A minimum of 50% pass marks in assignments (aggregate).
- b. A minimum of 50% pass marks in the final written examination.

**Award of Degree:** Following are the requirements for the award of degree:

- i. Successful completion of all required courses.
- ii. A student will be required to complete internship of **Six (06) Weeks** in the relevant industry, in any reputable private or public organization and submit internship Letter to the Examination Department while applying for Degree of ADC. Experience letter of a student already employed in any relevant organization as mentioned above may be accepted. The internship eligibility starts from the enrolment in 4<sup>th</sup> semester.

### Fee Structure

Course fee is Rs.2100/-, however, concession has been granted to students of this program. Hence, students have to pay Rs.1260/- per course and Rs. 840/- will be paid by university from university scholarship fund. According to that total fee will be as follows:

| Semester                 | Total Fee  | Fee Concession | Fee paid by student |
|--------------------------|--|----------------|---------------------|
| First Semester           | Rs. 13335/-  | Rs. 5040/-     | Rs. 8295/-          |
| Second Semester          | Rs. 12750/-  | Rs. 5040/-     | Rs. 7710/-          |
| Third Semester           | Rs. 12750/-  | Rs. 5040/-     | Rs. 7710/-          |
| Fourth Semester          | Rs. 10650/-  | Rs. 4200/-     | Rs. 6450/-          |
| <b>Registration Fee:</b> | Rs.100 (In case of first time admission in University)   |                |                     |
| <b>Admission Fee:</b>    | Rs.500 (In case of first time admission in this program) |                |                     |
| <b>Technology:</b>       | Rs.150 (In each Semester)                                |                |                     |

### Faculty Members of Commerce Department

- 1) **Prof. Dr. Shahid Iqbal Kamran**  
Dean, Faculty of Social Sciences & Humanities  
Ph: 051- 9250076, 051-9057772
- 2) **Prof. Dr. Syed Muhammad Amir Shah**  
Chairman  
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- 3) **Mr. Tanvir Ahmed**  
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- 5) **Mr. Muhammad Munir Ahmad**  
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Ph: 051-9057692  
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Research Associate  
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Email: [sairaali@aiou.edu.pk](mailto:sairaali@aiou.edu.pk)
- 8) **Staff:**  
Ph: 051-9057221  
E-mail: [commerce@aiou.edu.pk](mailto:commerce@aiou.edu.pk)

## **GENERAL INFORMATION**

- i- The certificates/degrees of AIOU are equivalent to any other recognized Board/University.
- ii- 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.
- iii- 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.
- iv- The address of a student will not be changed during the semester.
- v- Fee cannot be refunded once paid for admission nor can it be adjusted for any other programme
- vi- 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.
- vii- Study material shall be mailed to the students at their given addresses.
- viii- 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.
- ix- Rules and regulations framed, enhanced and changed from time to time by the authorities, bodies of the university will be effective as deemed necessary. The student will have to abide by all such rules and regulations from the date of their implementation.
- x- A student who fails in continuous assessment component is not eligible to reappear but will be allowed to re-register for the same course at its next offering semester by the university.
- xi- It is the responsibility of the student to remain in touch with the department regarding the selected programme.
- xii- A student already admitted to a programme or a specialization of a programme shall not be allowed to transfer or to get admission to another programme unless he/she formally postpones it till the completion of the new programme or withdraws from the previous programme.
- xiii- After completion of a programme successfully, a student has to apply to Controller of Examinations for issuance of certificate/degree.
- xiv- The university reserves the right to change the contents of this prospectus without any prior notice as per university policy.
- xv- The student must inform the Admission Department in

writing 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.

- xvi- 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 Deptt for correction/ supply of requisite books.
- xvii- 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.
- xviii- Admission form received without prescribed fee less fee or fee deposited after due date will not be considered.
- xix- 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.
- xx- 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.

### **PROCEDURE FOR DEPOSITING FEE**

- Eligible candidates for (OPEN MERIT PROGRAMMES) are required to deposit fee in any branch of the following banks:
  - (1) Allied Bank Limited (ABL)
  - (2) First Women Bank (FWBL)
  - (3) Muslim Commercial Bank (MCB)
  - (4) United Bank Limited (UBL)

Admission forms (original) to be sent to Directorate of Admissions and Mailing through Post Office or any other courier service.

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

## **REGULATIONS FOR REFUND OF ADMISSION FEE**

**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. No. | Name                               | Telephone Nos.                                  |
|---------|------------------------------------|---|
| 1.      | Director Admissions                | 051-9057298<br>051-9250043<br>051-9250162 (Fax) |
| 2.      | Assistant Registrar (Mailing)      | 051-9057281-82<br>051-9250185<br>051-9057611    |
| 3.      | Controller of Examinations         | 051-9057310<br>051-9057328<br>051-9250012       |
| 4.      | Director Students Affairs          | 051-9250174                                     |
| 5.      | Dy. Registrar (Teachers Education) | 051-9057428<br>051-9057299                      |

## **REGIONAL OFFICE ADDRESSES**

### **FEDERAL AREA, ISLAMABAD**

|    |   |
|----|---|
| 1. | Regional Director,<br>Regional Campus,<br>Allama Iqbal Open University,<br>Block No.27, (Services Block)<br>Sector H-8, <b>ISLAMABAD.</b><br>Ph: (051)9250171(051)9057608)<br>Email: <a href="mailto:reg_isb@aiou.edu.pk">reg_isb@aiou.edu.pk</a> |
|----|---|

### **PUNJAB**

|    |  |    |  |    |   |
|----|--|----|--|----|---|
| 2. | Assistant Regional Director,<br>Regional Centre,<br>Allama Iqbal Open University,<br>Street No.5, Major Tahir Sadiq<br>Road,<br>Dar-ul-Salam Colony,<br><b>ATTOCK.</b><br>Ph: (057)2610610,9316418<br>E.mail: <a href="mailto:rd_attock@aiou.edu.pk">rd_attock@aiou.edu.pk</a> | 3. | Regional Director,<br>Regional Campus,<br>Allama Iqbal Open University,<br>Chak No. 12-A/BC, Near Airport<br>Hasilpur By Pass Road,<br><b>BAHAWALPUR.</b><br>Ph: 0304-9983138-9<br>E.mail:<br><a href="mailto:rd_bahawalpur@aiou.edu.pk">rd_bahawalpur@aiou.edu.pk</a> | 4. | Assistant Regional Director,<br>Regional Centre,<br>Allama Iqbal Open University,<br>Opposite Allied Park, Near Food<br>Godam Railway, By Pass Road,<br><b>CHAKWAL.</b> Ph: (0543)553566<br>E. mail: <a href="mailto:rd_chakwal@aiou.edu.pk">rd_chakwal@aiou.edu.pk</a> |
| 5. | Regional Director,<br>Regional Campus,<br>Allama Iqbal Open University,<br>Railway Road, Near Veterinary<br>Hospital,<br><b>DERA GHAZI KHAN.</b><br>Ph: (064) 9260386-7<br>Email: <a href="mailto:rd_dgkhan@aiou.edu.pk">rd_dgkhan@aiou.edu.pk</a>                             | 6. | Regional Director,<br>Regional Campus,<br>Allama Iqbal Open University,<br>F-Block, Near STN Tower, Millat<br>Town,<br><b>FAISALABAD.</b><br>Ph: (041) 9330790-3<br>Email: <a href="mailto:rd_faisalabad@aiou.edu.pk">rd_faisalabad@aiou.edu.pk</a>                    | 7. | Regional Director,<br>Regional Campus,<br>Allama Iqbal Open University,<br>10-X Block, Peoples Colony,<br><b>GUJRANWALA.</b><br>Ph: (055)9230251-3<br>Email: <a href="mailto:rd_gujranwala@aiou.edu.pk">rd_gujranwala@aiou.edu.pk</a>                                   |

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| 8.  | Regional Director,<br>Regional Campus,<br>Allama Iqbal Open University,<br>Toba Road, Opposite Officers<br>Colony, <b>JHANG.</b><br>Ph: (047) 7630953, 7631166<br>Email: rd_jhang@aiou.edu.pk                                | 9.  | Assistant Regional Director,<br>Regional Centre,<br>Allama Iqbal Open University,<br>Main Sadar, Dewan Road,<br>Zulfiqar Town,<br><b>KASUR CITY.</b><br>Ph: 049-2723723<br>Email: rd_kasur@aiou.edu.pk   | 10. | Regional Director,<br>Regional Campus,<br>Allama Iqbal Open University,<br>346 - Raza Block,<br>Allama Iqbal Town,<br><b>LAHORE</b><br>Ph: (042)99260023-9<br>Email: rd_lahore@aiou.edu.pk  |
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| 14. | Assistant Regional Director,<br>Regional Centre,<br>Allama Iqbal Open University,<br>Al Huda Street, Amin Colony,<br>Near Govt. High School,<br><b>NAROWAL.</b><br>Ph: (0542)413122, 412122<br>Email: rd_narowal@aiou.edu.pk | 15. | Deputy Regional Director,<br>Regional Campus,<br>Allama Iqbal Open University,<br>Hidayat Campus,<br>Near Sheikh Zaid Air Port,<br><b>RAHIM YAR KHAN</b><br>Ph: (068)9239046, 9239166<br>Email: rd_rykhan@aiou.edu.pk                              | 16. | Regional Director, Regional Campus,<br>Allama Iqbal Open University,<br>House No. CB/190-A, Lane No.4,<br>Street No.1, Near Maryam Memorial<br>Hospital, Peshawar Road,<br><b>RAWALPINDI.</b><br>Ph: 051-9334264-5<br>E-mail: rd_rawalpindi@aiou.edu.pk |
| 17. | Deputy Regional Director,<br>Regional Centre,<br>Allama Iqbal Open University,<br>House No.88,<br>Main Road Bilal Colony,<br><b>SAHIWAL</b><br>Ph: (040) 9200457-8<br>Email: rd_sahiwal@aiou.edu.pk                          | 18. | Deputy Regional Director,<br>Regional Centre,<br>Allama Iqbal Open University,<br>House No. 145, Muradabad<br>Colony, Near Daewoo Terminal,<br>University Road,<br><b>SARGODHA CANTT..</b><br>Ph: (048)3211217-8<br>Email: rd_sargodha@aiou.edu.pk | 19. | Deputy Regional Director,<br>Regional Centre,<br>Allama Iqbal Open University,<br>Mohallah Mumtaz Pura, Haji Pura,<br>Daska Road,<br><b>SIALKOT.</b><br>Ph: (052)3241300, 3241400<br>Email: rd_sialkot@aiou.edu.pk                                      |

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| -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 وارڈ لف کریں)

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

بیان حلفی: میں مطلقاً جان کر ہوں کہ ادھر 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 اسناد / سرٹیفکیٹ / ڈگری اور رزلٹ کارڈ کی کاپیاں درخواست کے ساتھ منسلک کی ہیں وہ میرے اپنے ہیں۔ اگر کوئی غلطی یا غلطی پائی گئی تو یہ خود ہی میرے خلاف ضابطہ قانونی کارروائی کرنے کی اجازت 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                     |
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