

PROSPECTUS
OF
MS / MPhil / PhD Programmes
For
SEMESTER: SPRING, 2020



Allama Iqbal Open University
Islamabad

Price Rs.500/-

(All Rights Reserved with the Publisher)

Semester	Spring,2020
Price.....	Rs.500/-
Composed by	Muhammad Javed
Printing Incharge	Anwar ul Haq
Printer	AIOU-Printing Press, Islamabad
Publisher	Allama Iqbal Open University, H-8, Islamabad

CONTENTS

	<i>Page #</i>
VICE-CHANCELLOR MESSAGE	iv
ALLAMA IQBAL OPEN UNIVERSITY	01
FACULTY OF SCIENCES	02
Department of Physics	03
MPhil Physics	05
PhD Physics	09
Department of Chemistry	15
PhD Chemistry	15
Department of Agricultural Sciences (ADS)	19
MSc (Hons) Agricultural Extension	19
MSc (Hons) Rural Development	22
FACULTY OF SOCIAL SCIENCES AND HUMANITIES	25
Department of Business Administration	26
PhD (Business Administration)	26
MS (Management Sciences)	31
Department of Library and Information Sciences	36
MPhil Library and Information Sciences	36
FACULTY OF EDUCATION	39
MPhil Educational Planning and Management	42
MPhil Special Education	43
MPhil Education with Specialization:	45
(i) Elementary Education	45
(ii) Science Education	46
(iii) Distance and Non-Formal Education	47

PhD Educational Planning and Management	49
PhD Special Education.....	50
PhD with Specialization.....	50
(i) Elementary Teacher Education.....	50
(ii) Teacher Education	53
(iii) Science Education.....	53
(iv) Distance in non Formal Education	54
 FACULTY OF ARABIC AND ISLAMIC STUDIES.....	 59
Department of Shari'ah.....	60
MS Shari'ah Programme.....	60
 General Information	 65
Procedure for Depositing Fee & Admission Form.....	66
Important Telephone Numbers	67
Web Form	68
Degree Form	69

Vice-Chancellor's Message

Dear Student,

السلام عليكم

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



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

Prof. Dr. Zia-ul-Qayyum
Vice Chancellor
AIOU

ALLAMA IQBAL OPEN UNIVERSITY

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

At present, the AIOU is offering programmes from Matric to PhD level in diverse disciplines comprises of

four faculties. The university has established study centres across the country, where distance education students are provided necessary guidance by their respective tutors. Moreover, the university has established full time study centres, wherein the students of MCom, MBA (IT), MBA (Banking and Finance), BS (CS), etc. are being provided instruction, guidance and counselling through face-to-face education. AIOU is offering four year under graduate degrees.

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

FACULTY OF SCIENCES

Faculty of Sciences forms an important and integral part of the university. Since its establishment in 1982 with five teaching departments, it has undergone major development changes. It now comprises nine teaching and research departments which are offering courses at the undergraduate and postgraduate levels to more than ten thousands students. The Faculty operates under the basic guidelines of the University Act and on “Education for All as Convenient” basis so that maximum students get benefit from its academic programmes and educational facilities. This principle has necessitated some structural changes in the non- formal mode, particularly at the postgraduate level, in the offering of theory courses and practical lab work. This conceptual adjustment has been quite successful and many in- service students are benefiting from the postgraduate study programmes. Improvement in qualifications for a better life is a right of everyone and the Faculty’s programmes meet this challenge by offering opportunities to all. In particular, a significant number of beneficiaries are those who cannot afford education in formal institutions due to a variety of reasons.

Realizing the importance of science education and growing needs of the Faculty of Sciences, the University has completed a building, the Research Complex, at a cost of Rs 35 million. The Research Complex now

accommodates departments of Agricultural Sciences, Biology, Chemistry, Environmental Sciences, Home & Health Sciences, Mathematics & Statistics and Physics. These departments are running a variety of postgraduate technical, scientific and professional programmes successfully.

The Research Complex also has a Computer Lab with Internet and On-line Library Facility for literature survey, Seminar Room, Lecture Hall and Library. In addition, there are many labs for practical work, teaching and research, and instrumentation labs for analysis. The University is developing these labs through its own resources. The Faculty of Sciences is fortunate to have Prof. Dr. Zia-ul-Qayyum as the University’s Vice-chancellor, who has given personal attention to the development of the Faculty of Sciences by providing generous amount of funds and valuable guidance.

Two Model labs have been developed in the Research Complex with the assistance of the Higher Education Commission to meet the training needs of science teachers. This development is significant for training of teachers since under the new educational policy four-year BS programme has started in undergraduate educational institutions.

More than fifty highly qualified full-time faculty members are on the roll of the Faculty of Sciences.

Their role in the planning, designing and development of courses to meet students' needs is vital. Faculty members also engage in teaching and research so that high standards are maintained. In addition highly qualified and experienced professors are also engaged on contractual basis or as part time instructors for postgraduate study programmes. The Faculty is also offering academic positions under the tenure-track system to attract the best minds in scientific and technological fields.

Research is an integral part of the postgraduate study programmes leading to MSc, MPhil, and PhD degrees in Agricultural Sciences, Chemistry, Computer Sciences, Home and Health Sciences, Mathematics and Statistics and Physics. Rules and regulations governing the postgraduate study programmes are those approved by the Higher Education Commission (HEC).

For MS and MPhil degree, 24 credit hours of course work and a minimum of one year of research work in a specialized area of the disciplines is required. A candidate for the PhD degree has to take additional 18 credit hours of specialized courses in the field of research. The dissertation will comprise original research on a topic in the discipline and shall be evaluated by three foreign referees who are expert in

the field. At least one publication in international journal is also necessary before the degree is awarded.

The Faculty has launched BS programme in Chemistry and Microbiology from semester Spring 2009. The four-year BS programme is structured according to the recent policies of the Higher Education Commission for the improvement of the standard of education so as to bring it at par with the international standards.

DEPARTMENT OF PHYSICS

Introduction:

Realizing the need of technology and scientific education in Pakistan Department of Physics at AIOU began in 1998 with technological needs in areas like Energy, Energy Efficiency, Climate, Energy for Sustainable Development, Renewable energy, Hydrogen Energy, Environment, astronomy, nanotechnology, materials science, Plasma, Medical Physics, Cosmology, Geo Physics, Density Functional Theory (DFT), and nuclear fields. A major emphasis of current research activities are on promotion in renewable energy and related areas in which the Department have led to innovations.

The Department is presently running BS 4 years, MSc, MPhil & PhD degree program with specialization in various disciplines. New fields of specialization and

programme of studies are approved and be operational from the next academic year. Apart from capacity development activities Department of Physics has been involved in several international, national and regional research projects. Physics Deptt has developed research linkage with other National and International Universities and research organizations of repute to ensure two-way flow of knowledge.

Vision:

The Department of Physics carries out Physics and provides teaching and research programmes that will contribute significantly to the development of human capacity, science and technology in Pakistan. Our vision is to see our graduates and postgraduates to be equipped with the fundamental knowledge of Physics, problem solving, life and communication skills. This will be achieved by reviewing and developing relevant academic programmes and research and research projects to address Pakistan technological needs in areas like Energy, Renewable energy, Hydrogen Energy, Environment, Astronomy, Nanotechnology, Materials science, Plasma, Medical Physics, Cosmology, Geo Physics, Density Functional Theory (DFT), and Nuclear Physics. Our vision is to be a locally and internationally recognized Physics Department that exposes its successes in public

awareness campaign and through established knowledge dissemination channels.

Mission:

The Department of Physics at AIOU becomes a nationally and internationally recognized research and educational unit. Our faculty strives to push the boundaries of our understanding in a wide variety of fundamental and applied Physics areas while providing the best research opportunities for our majors. The blending of classroom learning with training in XXI Century front-edge research facilities allows our graduates post graduates to become successful researchers, teachers and applied scientists in nowadays-competitive marketplace. At the same time, we are fully committed, as the physics department of the major research university in our border region, to contribute to the general public appreciation and respect for the scientific work and knowledge.

Core Values:

To Perform to the highest levels of competence and professionalism in research and training, acting with utmost honesty and integrity to sensitivity to staff and student welfare while instituting measures that meet the need of all stake holders Advance knowledge and

technologies Generate, preserve and disseminate knowledge and be involved in the development of innovative products Cherish academic freedom, nurture and reward talent. The Department aspires to be an effective agent of change and a model for the other Department in the field of research so as to meet the grooming demands of the new millennium.

The focus on area of specialization in DOP at AIOU in on the following areas:

Energy, Energy Efficiency, Energy Conservation, Energy for Sustainable Development, Electric power system Management, Energy Economics and Planning Renewable energy, Hydrogen Energy, Environment, Climate change, Astronomy, Nanotechnology, Materials science, Plasma, Medical Physics, Laser and Optics, Cosmology, Geo Physics, Density Functional Theory (DFT), Modeling and Simulation and Nuclear fields.

MPHIL PHYSICS PROGRAMME:

1. Duration of the Programme

Degree	Current Duration	HEC Revised Duration	Revised Credit Hours	Division of Revised Credit Hrs
MS/ MPhil	2 to5 years	1.5 to 4 years	30 CH Minimum	Course: 24CH Thesis: 06CH

After submitting the synopsis in the department, waiting period spent for approval of synopsis by the RPC and time consumed in thesis evaluation shall not be counted towards maximum period of MPhil Program.

The language of instruction, examination and thesis for all disciplines will be according to the approved scheme of studies of each department.

**2. Eligibility and Admission Criteria
(For MSc or Equivalent Students):**

Candidates holding MSc / equivalent Physics degree with at least second division are eligible to apply for admission. The admission will be made strictly on merit. Qualifying the **Departmental Test and Interviews** is mandatory for admission, along with research Superior's letter.

**3. Scheme of Studies
(for MSc or Equivalent Students):**

Semester-wise Course Offering

Course work during 1 st year or 1 st & 2 nd Semester	24 Credit Hours
Thesis / Project / Dissertation during Second year or 3 rd & 4 th semester	06 Credit Hours
Total credit hours required for completion	30 Credit Hours

Semester-1 (Core Courses)

S.#.	Title	Course Code	Credit Hours
1	Mathematical Physics	1701	3+0
2	Solid State Physics	1722	3+0
3	Electrodynamics	1703	3+0
4	Research Methodology	7791	3+0

Semester-2 (Optional Courses)

(Four courses will be offered depending on the needs and availability of the experts)

1	Computational Physics	1704	3+0
2	Laser Physics	1710	3+0
3	Quantum Optics	1711	3+0
4	Plasma Physics	1712	3+0
5	Nuclear Physics	1716	3+0
6	Experimental Techniques	1718	3+0
7	Semiconductor Physics	1720	3+0
8	Advanced Quantum Mechanics	1702	3+0
9	Quantum Field Theory	1721	3+0
10	Non-Crystalline Materials	1729	3+0
11	Renewable Energy resources	1730	3+0
12	Physics of Solar Cells	1727	3+0
13	Physics of Metals & Alloy	1728	3+0
14	Crystallography	1724	3+0
15	Physics of Glasses	1726	3+0

16	Atomic & Molecular Physics	1705	3+0
17	Environmental Physics	7792	3+0
18	Antenna Theory	7793	3+0
19	E.M. Field Analysis	7794	3+0
20	Microelectronics	7795	3+0
21	High Frequency Electrodynamics	7796	3+0
22	Quantum Information Theory	7797	3+0
23	Electron Microscopy	7798	3+0

Semester 3(Research)

1	Thesis	1725	3+0
---	--------	------	-----

Semester 4(Research)

1	Thesis	1725	3+0
---	--------	------	-----

4. Method of Instruction:

Allama Iqbal Open University employs media mix as methodology of instruction in which printed material, CDs and face-to-face tutorial support are mixed in accordance with the requirement of the discipline and the level of the course. Medium of instruction for this programme is English. In view of special requirements of post-graduate studies in Physics the following methodology of instruction will be followed:

i) Study Material

The University will provide reprinted and compiled course books or CDs.

**ii) Assignments
(Quiz/Sessional Test/Presentations/Assignments)**

Assignments/Quiz/Sessional Test/Presentation for each 03 credit hours course will be given. Students will complete the tasks within the semester. The marks obtained in these assignments contribute to the final course result. For successful completion of the course it is imperative to obtain a minimum of 50% marks in each assignment. Students failing in the continuous assessment will not be eligible to appear in the final examination.

iii) Classes

A 03 credit hours course for each subject will be taught in Campus within a period of 18-classes, in 03 breakup during each semester. Attendance in these sessions is compulsory. Students failing to attain 70% attendance will not be eligible to appear in the final examination. AIOU will not bear any cost regarding TA/DA or boarding/ lodging facilities during these classes.

iv) Thesis (Research Work)

MPhil student will be required to perform research work for one year at any relevant scientific institution located near to the residence or place of appointment under the supervision of a scientist of the concerned institution. The selection of the project and the supervisor will be at the discretion of AIOU and the institution where research is being carried out. Each student will submit quarterly report duly signed by the thesis supervisor on the research

work performed to the coordinator. The student of MPhil Physics Program will submit one research paper (accepted or published) in any conference or research journal and deliver at least one seminar during his research work in the presence of external examiner, as mandatory to their completion of their research degree.

v) Final Examination/Continuous Assessment

At the end of each semester, the University will arrange final three hours written examination in each course for the M. Phil program. It is imperative to obtain 50% marks in the final examination to pass in each course. The roll number slips and other relevant information related to examination centre will be provided to the students before the examination.

Assessment:

The distribution of continuous assessment and final examination will be as follows:

Assignments Weightage

(Quiz/Sessional Test/Presentations/Assignments)	20%
Attendance	10%
Final Examination	70%
Aggregate	50%

vi) Approval of Thesis

On completion of research work, the student will have to submit thesis to the Department for evaluation and defense as per format of the University. Minimum

period for completion the thesis after successful completion of course work will be two semesters (one year) for MPhil Program. For experimental research work, the period to be spent for conducting experiments in the laboratory will be decided by the supervisor.

6. Grading:

The Grade for MPhil Physics will be determined as follows:

Grade-A	80% or above
Grade-B	65% to 79%
Grade-C	50% to 64%
Fail	Below 50%

7. Fee Tariff: 1st Semester:

Per 3 credit hour course fee: @ Rs.5640/- (Four 03 credit hours courses) (Inclusive of books & students activity funds)	Rs.22560/-
Registration fee: (at the time of first admission)	Rs.200/-
Admission Fee: (at the time of first enrolment)	Rs.1000/-
Technology Fee + Courier Charges:	Rs.135/-
Total Fee:	Rs.23895/-

8. How to pay the Fee:

The admission in this programme is purely on merit basis. No fee is to be paid unless intimated by the university. The fee is to be deposited through Challan Form (only) in the specified branches of Banks in Main campus of AIOU

Islamabad, on the day of admission. The candidate will write his name (in block letters) full address and MPhil Physics Programme and semester on the Challan Form attached. Please keep a photocopy of the form & the fee slip for record.

9. Traveling & Boarding/ Lodging Expenses:

The AIOU does not have lodging and boarding facilities at the moment except at main campus Islamabad. If required, students will have to arrange lodging and transport by themselves. AIOU will not bear any cost in this regard. The fee does not include charges for boarding lodging and transport. Hence the University does not have any liability in this regard.

10. Hostel Facilities:

The student coming from other cities can avail the hostel facility on reasonable rates (other than fee)

11. Financial Assistance:

Limited financial assistance is available to deserving students who shall apply on the prescribed AIOU forms supported with justifiable documentary proofs available after admission during the 1st semester. Financial assistance will be considered from the 2nd semester.

For any kind of assistance, kindly contact on the following:

Prof. Dr. Syed Zafar Ilyas

Chairman, Department of Physics (New Building)
 Science Block, Ground Floor, AIOU, H-8, Islamabad
 Email: szilyas@aiou.edu.pk

Complete Admission forms in all respect may be sent on the following address:

Department of Physics
 (New Building) Science Block, Ground Floor,
 Allama Iqbal Open University, H-8, Islamabad

PhD PHYSICS PROGRAMME

1. Duration of the Programme

Degree	Current Duration	HEC Revised Duration	Revised Credit Hours	Division of Revised Credit Hrs
PhD	3 to 5 years	3 to 5 years with maximum time period up to 08 year with all extension in hardship case	54 CH Minimum	Course: 18 CH Thesis: 36 CH

2. Admissions Prerequisites:

This is for the information of all concerned, that the degrees awarded by the universities/Degree Awarding

Institutions must meet the following minimum criteria for the recognition by HEC.

- For admission into PhD, minimum **CGPA 3.0** (out of 4.0 in the semester system) or 70 % marks in total or **First Division** (in the annual system) in MPhil Physics/ MS/ Equivalent degree is required.
- Admission will be made as per HEC criteria.
- All rules of BASR/AIOU/HEC regarding PhD will be applied.
- Qualifying **Departmental Test** and **Interview** is mandatory for PhD Admission.
- Two reference letters, consent letter of supervisor and research proposal is mandatory for admission.**

3. Scheme of studies:

3 compulsory courses (each of 3 credit hours) will be offered in the 1st semester and the remaining 3 optional courses will be opted by the students in the 2nd semester from the list given below. Each course is of 03 credit hours. Any of the following optional courses of 03-credit hours will be offered according to the availability of qualified teachers and research facilities.

Approved Course offering:

Course work during first year or 1 st & 2 nd Semester	18 Credit Hours
Thesis/ Project / Dissertation during second year or 3 rd , 4 th 5 th & 6 th semester	36 Credit Hours
Total credit hours required for completion	54 Credit Hours

Semester 1 (Compulsory)

S.#	Title	Code	Cr. Hrs
1	Advanced Mathematical Physics	9701	03
2	Experimental Techniques in Physics	9702	03
3	Renewable Energy Resources	9706	03

Semester 2 (Optional)

(Courses will be offered depending on the needs and availability of the experts, out of which the student will opt only three)

1	Advanced Semiconductor Physics	9703	03
2	Statistical Physics	9704	03
3	Environmental Physics	9705	03
4	Hydrogen Energy Technology	9707	03
5	Energy Audit and Thermal Energy Conservation	9708	03
6	Energy Resources and Technologies	9709	03
7	Research Methods & Techniques	9710	03
8	Magnetism & Magnetic Materials	9711	03
9	Particle Physics	9712	03
10	Medical Physics	9713	03
11	Material Science	9714	03
12	Nano Science & Nanotechnology	9715	03
3rd Semester	(Research) Thesis	9700	9+0
4th Semester	(Research) Thesis	9700	9+0
5th Semester	(Research) Thesis	9700	9+0
6th Semester	(Research) Thesis	9700	9+0

4. Method of Instruction:

Allama Iqbal Open University employs media mix as methodology of instruction in which printed material, CDs and face-to-face tutorial support are mixed in accordance with the requirement of the discipline and the level of the course. Medium of instruction for this programme is English. In view of special requirements of post-graduate studies in Physics the following methodology of instruction will be followed.

i) Study Material

The University will provide reprinted and compiled course books or CDs.

ii) Assignments (Quiz/Sessional Test/Presentations/Assignments)

Assignments / Quiz / Presentation for each 03 credit hrs course will be given. Students will complete the tasks within the semester. The marks obtained in these assignments contribute to the final course result. For successful completion of the course it is imperative to obtain a minimum of 50% marks in each assignment. Students failing in the continuous assessment will not be eligible to appear in the final examination.

iii) Tutorial Support

Tutorial support will be provided in the form of lectures by resource persons at the Campus. A minimum of 45 hours

of face-to-face teaching/guidance for each 03 credit hour course (AIOU Description), will be provided in these tutorials. Attendance in these sessions is compulsory. Students failing to attain 70% attendance will not be eligible to appear in the final examination. AIOU will not bear any cost regarding TA/DA or boarding/ lodging facilities during these classes.

iv) Final Examination/ Continuous Assessment

At the end of each semester, the University will arrange final three hours written examination in each course for the PhD program. It is imperative to obtain 50% marks in the final examination to pass in each course. The roll number slips and other relevant information related to examination centre will be provided to the students before the examination.

The distribution of continuous assessment and final examination will be as follows:

Assessment:

Assignments Weightage

(Quiz/ Sessional Test/Presentations/Assignments)	20%
Attendance	10%
Final Examination	70%
Aggregate	50%

v) Course Work:

Tutorial support will be provided in the form of lectures by resource persons at the campus. A minimum of 45 hours of face- to-face teaching for each three credit hours will be provided in these lectures. Attendance in these sessions is compulsory.

vi) Thesis (Research Work)

PhD students will carry out research work for two years at any relevant scientific institution located near to the residence or place of appointment under the supervision of a scientist of the concerned institution. The selection of the project and the supervisor will be at the discretion of AIOU and the institution where research is being carried out. Each student will submit quarterly report duly signed by the thesis supervisor on the research work performed to the coordinator.

vii) Comprehensive Examination:

The students completing the PhD course work shall be allowed to appear in the comprehensive examination arranged and conducted by the concerned department as per rules of HEC. The pass percentage in comprehensive examination shall be 50%. No grade will be awarded to the student, only pass or fail will be reflected in the result Performa.

viii) Synopsis Orientation Workshop:

Duration of synopsis orientation workshop shall be of two weeks. Synopsis of only those students will be presented in research proposal committee meeting for final approvals who have attended the synopsis orientation workshop.

ix) Research Paper during Research Period:

The student of PhD Physics Program will present at least two presentations in Seminars during his research work in the presence of external examiner, as mandatory to their completion of their research degree.

x) Approval of Thesis:

On completion of research work, the student will have to submit thesis to the Department for evaluation and defense as per format of the University. Minimum period for completion the thesis after successful completion of course work will be two semesters (one year) for PhD Physics Program. For experimental research work, the period to be spent for conducting experiments in the laboratory will be decided by the supervisor.

5. Grading:

The Grade for PhD Physics will be determined as follows:

Grade-A	80% or above
Grade-B	65% to79%
Grade-C	50%to64%
Fail	Below50%

6. Fee Tariff:

Admission fee: (Once at the time of admission)	Rs.2500/-
Registration fee: (Once at the time of admission)	Rs. 2400/-
Course fee: (for each 3 credit hrs course)	
Rs.1880/- per 3CreditHours	Rs.5640/-
Thesis fee: @ 1880/- per credit hrs (36 credit hrs)	Rs. 67680/-
Thesis Evaluation fee:	Rs.22490/-
Technology fee: (Per student per semester)	Rs.135/-

7. How to Pay the Fee:

The admission in this programme is purely on merit basis. No fee is to be paid unless intimated by the university. The fee is to be deposited through Challan Form (only) in the specified branches of Banks in Main campus of AIOU Islamabad, on the day of admission. The candidate will write his name (in block letters) full address and MPhil Physics Programme and semester on the Challan Form attached Please keep a photocopy of the from & the fee slip for record.

8. Traveling & Boarding/Lodging Expenses:

The AIOU does not have lodging and boarding facilities at the moment except at main campus Islamabad. Hostel facility is available in the main campus. If required, students will have to arrange lodging and transport by themselves. AIOU will not bear any cost in this regard. The fee does not include charges for boarding lodging and transport. Hence the University does not have any liability in this regard.

9. Financial Assistance:

Limited financial assistance is available to deserving students who shall apply on the prescribed AIOU forms supported with justifiable documentary proofs available after admission during the 1st semester. Financial assistance will be considered from the 2nd semester.

10. Information Regarding Admission/General Instructions:

1. Announcement for admission will be made in the leading newspaper of the country.
2. The prospectus including admission form can be obtained from the regional offices or admission department of AIOU. The candidates are required to send complete admission forms along with the attested copies of all educational certificates at the following address, before closing date mentioned in the advertisement.

Prof. Dr. Syed Zafar Ilyas
Chairman / Coordinator
Department of Physics, Science Block,
Allama Iqbal Open University
Sector H-8, Islamabad
Email: szilyas@aiou.edu.pk

3. Only the prescribed printed admission forms will be entertained. Photocopy of the forms will not be accepted. Incomplete forms will not be entertained in any case.
4. Admission in PhD Physics will be granted against limited seats strictly on the basis of merit and as per criteria laid down by the department. The University reserves its right not to start this Program if a viable group of students is not formed.

11. Faculty Members:

1. Prof. Dr. Syed Zafar Ilyas

Chairman

Department of Physics

Phone # 051-9057728

2. Mr. Ather Hassan

Assistant Professor

Phone #051-9057728

3. Dr. Tariq Jan

Assistant Professor

Phone #051-9057728

4. Ms. Surayya Mukhtar

Assistant Professor

Phone #051-9057728

5. Ms. Hareem Mufti

Lecturer

Phone # 051-9057728

6. Ms. Uzma Nosheen

Lecturer

Phone # 051-9057728

7. Dr. Abdul Jalil

Lecturer

051-9057214

8. Ms. Tayaba Aftab

Lecturer

Phone #051-9057728

9. Mr. Hussain Ahmed

Research Associate

Phone #051-9057728

10. Mr. M. Imran

Laboratory Assistant

Phone #051-9057728

11. Ms. Zeba Sultana

Staff Member

Phone # 051-9057728

12. Mr. Amjad Satti

Laboratory Assistant

Phone # 051-9057728

13. Mr. M. Amman

Laboratory Assistant

DEPARTMENT OF CHEMISTRY

The department of chemistry was established in March 1998. Its faculty consists of one Professor, four Associate Professors, one Assistant Professor, four Lecturers and two Research Associates. The department has most modern equipments/ instrumentation in its teaching and research labs in the Science Block at AIOU main campus. These equipments/ instrumentation include CHNS Analyzer, Thermal Analyzer, UV-Visible, Fluorescence and FTIR Spectrophotometers, GC-MS, HPLC, Atomic Absorption spectrometer and Electrochemical System etc.

The department has developed all the courses for undergraduate, graduate, postgraduate and PhD level in accordance with the guideline provided by the Higher Education Commission (HEC). These courses are reviewed from time to time through Committee of Courses to incorporate emerging modern trends in the subject. The Committee of Courses of the department has distinguished Professors and Scientists of the country as members besides departmental faculty. Department has also signed MOU with university of Rostock, Germany. By this MOU, our PhD students get opportunity to do research work in Germany. Moreover department has also signed MOU with University of Kebangsaan Malaysia. This collaboration will be very useful for our MPhil and PhD students.

At present, department of chemistry is offering and coordinating the following programmes:

1. Chemistry Courses for FSc Students
2. BS Chemistry

- (Organic, Inorganic and Physical Chemistry Specialization)
3. MSc Chemistry (Organic, Inorganic and Physical Chemistry Specialization)
4. MPhil Chemistry
5. PhD Chemistry

In Spring 2020 semester, department is offering PhD Chemistry Program besides BS & MSc Level programmes.

PhD (Chemistry)

1. Introduction

The Department of Chemistry is offering PhD programme. Currently specialization is being offered in the field of Organic Chemistry. Later on, the specializations in other branches of Chemistry will be offered.

2. Objectives

The aim of this programme is to provide an opportunity to the in-service personnels to get specialized in the field of chemistry and to improve the qualification of those who could not continue their education through formal system. Maintaining the high standards of teaching and research, the department also wants to attract fresh students. The main objective is to uplift the standard of education and research specially in the field of chemistry in the country.

3. Target Groups

PhD Chemistry programme is particularly designed for the following:

- i. College teachers who want to improve their qualification.
- ii. Scientists working in different laboratories and research organizations desirous of improving their knowledge and qualification.
- iii. Fresh students having special aptitude for research.

4. Eligibility PhD Chemistry

Candidates holding MS/MPhil or equivalent in Chemistry with CGPA 3.0 in semester system and 1st division in annual system are eligible to apply for PhD Programme.

The Department will conduct written test and interview for admission.

5. Admission Procedure

- i. Submit your application online and provide hard copy of form alongwith the attested copies of required documents be sent to Chairperson, Department of Chemistry.
- ii. Test and interview of the eligible candidates will be conducted by the Departmental Admission Committee and the merit will be determined on the basis of qualification, research, professional experience, test and interview, etc.
- iii. Selected candidates will be informed by the Directorate of Admission with the directions to deposit fee according to the schedule.

Since admission in PhD programme is strictly on merit, only selected candidates will be informed and asked to deposit the prescribed fee. **The fee should NOT be submitted before the confirmation of your admission.** In case of admission, if a candidate fails to deposit fee within prescribed period, it would be assumed that the student is not interested in getting admission. The department may invite a candidate in waiting list for admission against the vacant seat.

For clarification about academic matters please contact on the phone numbers given below:

051-9057754, 051-9250081

Note: Admission form complete in all respect must be sent on the following address:

Associate Director
Directorate of Board of Advance Studies,
P.D. Office Building, AIOU, H-8, Islamabad

Scheme of Studies for PhD Chemistry

- i. Initially, the student is required to complete 18 credit hours of PhD course work. After this period, he/she has to pass comprehensive Examination.
- ii. Besides completion of PhD course work and other requirements, a candidate has to complete research work and thesis as per AIOU rules.
- iii. For PhD, the student has to complete all other formalities, prescribed by the Higher Education Commission.

Description of PhD Chemistry Theory Courses

Semesters: I & II

Course Code	Course Title	Credit Hours
1756	Organic Photochemistry	3
1757	Pericyclic Chemistry	3
1758	Reaction Mechanism	3
1762	Quantum Organic Chemistry	3
1765	Advanced Nuclear Magnetic Resonance (NMR) spectroscopy	3
1766	Special Topics in Chemistry	3
1767	Mass Spectrometry	3
1768	Special Techniques in Organic Synthesis	3
1769	Theoretical Aspects of Spectroscopy	3
1789	Literature Review & Seminar	3
1799	Instrumental Methods of Analysis	3

Note: Any three courses out of the above mentioned theory courses will be offered in I semester. In II semester any three courses from the remaining list will be offered, subject to the availability of expertise

Description of PhD Chemistry Research Work & Thesis

Semester	Course Code	Course Title	Credit Hours
III	1764	Research Work and Thesis	12
IV	1764	Research Work and Thesis	12
V	1764	Research Work and Thesis	12
VI	1764	Research Work and Thesis	12

7. Offering

At present this programme is being offered at the university main campus in Islamabad.

8. Assessment

Continuous Assessment

Continuous assessment will be based on assignments and class tests. The pass percentage in assignments and class tests will be 50%. The weightage of this component in the final result will be 30%.

Final Examination

Final examination of 100 marks for each three credit theory course will be conducted at the end of semester. The pass percentage in final examination will be 50% and its weightage in the final result 70%.

The student will have to pass in each component independently to be declared successful in the course.

Assessment of Research Thesis

After the completion of course work the candidate will undertake a research thesis under the guidance of a supervisor. Both the research project and name of supervisor will be approved by the Board of Advanced Studies and Research (BASR), AIOU. PhD thesis will be evaluated by foreign professors. The research report must be supported by at least one publication in International Journal as per HEC rules.

9. Attendance

These programmes are based on face to face teaching and research work. At least 70 % attendance is compulsory to qualify for appearing in final examination.

*PhD Fee Structure

Item	Rates
Tuition Fee (for 09 credit hours)	Rs.7180/- per semester
Admission Fee	Rs.2500/-
Registration Fee (if not already)	Rs.2400/-
Library Fee	Rs.700/- per semester
Laboratory / Computer charges	Rs.2000/- per semester
Technology Fee	Rs.100/-
Student ID Card Fee	Rs.100/-
Library security	Rs.2500/- refundable
Caution money	Rs.2000/- refundable
Total Fee (First Semester)	Rs.19480/-

Research Fee Rs.14775/- (per semester)

*Only applicable after confirmation of admission in PhD, by the university.

Thesis evaluation fee and any other charges will be as per AIOU rules.

The University reserves the right to change the fee tariff in the coming semesters. This can be done without any prior notice as deemed fit for the expected expenditure which is to be incurred on the semester based academic and operational activities of the programme.

Important Addresses and Telephone Numbers

CONTACT ADDRESSES (ACADEMICS)

Name	E-mail & Phone
Prof. Dr. Naghmana Rashid Chairperson	Tel: 051-9057818 051-9250081
Dr. Uzma Yunus Associate Professor	uzma_yunus@yahoo.com Tel: 051-9057755
Dr. Moazzam Hussain Bhatti Associate Professor	moazzamhussain_b@yahoo.com Tel: 051-9057262
Dr. Nasima Arshad Associate Professor	nasimaa2006@yahoo.com Tel: 051-9057756
Dr. Muhammad Sher Associate Professor	sherqau@yahoo.com Tel: 051-9057198
Dr. Muhammad Zaman Ashraf Assistant Professor	mzchem@yahoo.com Tel: 051-9057182
Ms. Mehwash Zia Lecturer	m.ehzia@hotmail.com Tel:051-9057252
Dr. Farzana Shaheen Lecturer	Farzanaqau2013@gmail.com Tel: 051-9057198
Dr. Iqbal Ahmed Lecturer	Iqbal.ahmad@aiou.edu.pk Tel: 051-9057874
Dr. Erum Jabeen Lecturer	erumjabeen123@yahoo.com Tel: 051-9057225

DEPARTMENT OF AGRICULTURAL SCIENCES (DAS)

Introduction:

The Department of Agricultural Sciences (DAS) is making earnest efforts aiming at supplementing, supporting and re-enforcing extension services and offering agriculture related programmes at different levels.

Agriculture progress in most developing countries has mainly involved an increase in the production of staple crops, the introduction of industrial crops and development of livestock production.

At present, higher education in agriculture is imparted by four formal agricultural universities in Pakistan, which are not catering in-service personnel. AIOU conducted a survey to get an idea about the higher education in Agricultural Extension, Livestock Management, Forestry Extension & Rural Development and received a positive response from candidates who could not improve their qualification from formal Agricultural Universities for one or other reason and are now working in different governmental departments and NGOs.

Programmes:

The DAS offers the following programmes /courses at different level.

Programmes at Postgraduate Level

1. PhD Agricultural Extension
2. MSc (Hons) Agricultural Extension
3. MSc (Hons) Livestock Management
4. MSc (Hons) Rural Development
5. MSc Forestry Extension

Besides Postgraduate programmes the department also offers Higher Secondary School Certificate (HSSC), Secondary School Certificate (SSC) and Short Term Courses.

1. MSc (Hons) Agricultural Extension

a) Introduction:

Agriculture is the principal occupation and source of livelihood of great majority of rural population of the country and it is the basic and largest component of our economy in terms of production, employment and export earnings. For agricultural development in a country like Pakistan, strong linkages amongst institution human resource development and technology transfer are very important. The technology transfer being a continuous process cannot possibly take place in a vacuum. It needs to be done in a well organized system of agricultural extension where role of the scientist, the extension agent, and the farmer are all too important. The scientist must develop better yielding varieties and breeds of crops and animals, the extension agent must, on his part, equip himself with better and effective methods to convince the farmer about the product's utilitarian importance. Once convinced, the farmer will certainly adopt innovations for his own economic betterment.

Allama Iqbal Open University being concerned with the educational part of the Agricultural Extension system has therefore decided to initiate master level courses in Agricultural Extension for enhancing the knowledge and skill of the extension agents/workers already working in the field.

MSc (Hons) Agricultural Extension Programme is designed for those Agriculture Graduates who are unable to continue

their studies after completing BSc (Hons) Agriculture, BSc Agriculture Engineering, BSc Animal Husbandry, D.V.M. from formal Agricultural Universities and are now working in different departments, organizations, and agencies who cannot enhance their education through formal system could benefit from AIOU offer.

b) Objectives:

Main objectives of the programme are:

1. To improve the level of knowledge and skills of the prospective students.
2. To provide skills for improving diffusion and adoption of innovations among the farming community.
3. To improve the ability and self confidence of students of Agriculture Extension to critically analyze the Agriculture Extension service and technology transfer system with a view to identify difficulties, problems and issues in promoting applied research in farming systems research and extension.
4. To promote human resource development in agricultural extension and help to meet training needs of extension field staff and rural communities.

c) Eligibility:

Candidates possessing BSc (Hons) Agricultural Extension degree with 2nd division.

OR

Other related discipline like BSc (Hons) Agriculture, Rural Sociology, Animal Husbandry, DVM, BSc Agricultural Engineering Degree in second division are also eligible for admission in MSc (Hons) Agricultural Extension, but the

Admission Committee may define deficiency courses for them, if necessary.

d) Admission Procedure:

- (i) Candidates must have to qualify subject test being conducted by the Department.
- (ii) Selection of the candidates will be made strictly on the basis of merit, which will be determined by the departmental admission committee after scrutinizing the application of the students as per AIOU MPhil admission rules.
- (iii) There will be a departmental admission committee responsible to finalize the admission.
- (iv) For clarification about academic matters please contact on the following address:

CHAIRPERSON

Department of Agricultural Sciences
Allama Iqbal Open University, Sector H-8, Islamabad.

Note: Admission form complete in all respect must be sent on the above address:

e) Scheme of Studies: Agricultural Extension Courses

Sr. No.	Title of course	Code	Credit Hours
<i>Semester 1</i>			
1	Agriculture Extension Education	795	3(3+0)
2	Extension Programme Development	796	3(3+0)
3	Evaluation Research	2525	3(3+0)
4	Agricultural Extension Systems	2526	3(3+0)

Semester 2			
5	Scientific and Technical Writing in Agriculture Extension	2518	3(3+0)
6	Adult Learning & Rural Development	799	3(3+0)
7	The Process and Strategies of Communication in Agriculture Extension	2518	3(3+0)
8	Human Resource Development	1793	3(3+0)

3rd and 4th Semester			
	Thesis (2536)	24	Cr Hr

Total 48 Credit Hours

f) Fee Tariff:

Sr.#	Item	Rates
1.	Registration fee	Rs.200/- (Once at the time of first admission)
2.	Admission fee	Rs.1000/- (Once at the time of first admission)
3.	Each Course fee	Rs.3360/- per 3 credit hour
4.	Thesis fee	Rs.26630 /- (12+12 Credit Hour course)
5.	Thesis evaluation fee	Rs.4830/- (at the time of submission of the thesis)
6.	Technology fee	Rs.135/- (per student per semester)
	Total Fee for 1 st Semester = Rs.14775/-	

Note: Only selected candidate will deposit the fee after receiving the intimation letter from the admission department.

g) Instructional Methodology:

Duration of programme

The minimum duration of MSc (Hons) Agricultural Extension Programmes shall be 4 semesters (two years) and maximum duration shall be 10 semesters (five years).

The minimum period of the 24 credit hours course work for MSc (Hons) Agricultural Extension shall be two semesters (One Year).

In case the student fails to complete the course/research work within the prescribed maximum period, she/he has to take a fresh admission in the programme.

Workshop:

The student will have a total of two chances to attend and pass the workshop of the course concerned. Passing the workshop will be pre-requisite for appearing in the final examination of the course. In exceptional circumstances a special chance may be allowed by the Vice-Chancellor on the recommendation of the Chairman.

Thesis:

At the beginning of the third semester, a student will be required to submit research proposal (synopsis) to the Department. The synopsis will be prepared in accordance

with the guidelines approved by the Board of Advanced Studies and Research (BASR). The Department will provide guidelines for developing of synopsis in the synopsis orientation workshop.

Viva Voce:

If the thesis is approved by the external evaluators, student has to appear before viva voce committee to defend his/her thesis.

Important Note:

Rules, regulations framed, enhanced and changed from time to time by the authorities/bodies of the University will be applicable to all the students. The students will have to abide by all such rules and the regulations.

2. MSc (Hons) Rural Development

Introduction:

Despite the existence of large urban centers, Pakistan is still predominantly a rural society with approximately 70 percent of the population living in the rural areas. Rural development implies comprehensive and sustainable development for people and places in rural areas. It depends on several interrelated components including development appropriate production technology, dissemination of modern technology to the farming community, formulation of suitable policies for growth in the farm and rural non-farm economies, conservation and sustainable use of natural resources, and provision of infrastructure and social services. All countries in the world are subject to continual social and economic change, and the rural sectors of developing countries and countries in transition are pivotal in this process. It is recognized that in a context of increasing globalization and

understanding of the underlying driving forces of this process and its consequences is critical.

Achieving rural development and responding to these global challenges will require trained professionals with a wide range of relevant expertise. These are needed to work in government agencies, non-governmental organization (NGOs) and in the private sector. Professionals are needed who can formulate appropriate policies, plans, design and implement development projects, disseminate appropriate technology and information to farmers and small-scale entrepreneurs and manage business and the efficient delivery of services in rural areas. Recognizing the growing needs and requirements for trained professionals in rural development AIOU has decided to initiate a Masters level programme in Rural Development. This programme provides graduates with an interdisciplinary base from which to approach the diverse issue involved in rural change. It is designed for students interested in pursuing careers that are interactive with the potential and problems associated with the rural sector. The programme is multidisciplinary in its course contents, and will provide an opportunity for in depth study of the key elements of rural development and relevant professional practice.

b) Objectives:

The programme gives students the opportunities to develop:

- A critical awareness of the social, economic and management issues underlying socio-economic change.
- Conceptual and analytical skills relevant to the social and economic dimensions of agriculture and related industries.
- A set of potential skills pertinent to working in the public private or NGO domains.
- The ability to change with, and influence, rational debates concerning the optimal direction of rural sector change.

- Sufficient knowledge and understanding of the major problems socio-cultural and economic conditions of rural areas in Pakistan.

c) Eligibility:

BSc (Hons) Agriculture/D.V.M./Animal Husbandry/ Agriculture Engineering degree in 2nd division or MA/MSc in Social Work/Sociology/Rural Sociology/Anthropology/ Forestry/ Forestry Extension/ Developmental Studies/ Environmental Sciences/ Economics/HRD/NRM/Business Management degree with second division/ 2.5 CGPA.

d) Scheme of Studies:

Sr. #	Title of course	Code	Credit Hours
Semester 1			
1.	Sustainable Rural Development	1790	3(3+0)
2.	Regenerating Agriculture	1791	3(3+0)
3.	Rural Poverty Alleviation	1792	3(3+0)
4.	Human Resource Development	1793	3(3+0)

Semester 2			
5.	NGO Management	1794	3(3+0)
6.	Research for Development	1795	3(3+0)
7.	Natural Resources Management	1796	3(3+0)
8.	Managing Projects in Rural Development	1797	3(3+0)

Thesis in 3rd and 4th Semesters

e) Admission

- Selection of the candidates will be made strictly on the basis of merit, which will be determined by the departmental

admission committee after scrutinizing the application of the students as per AIOU M. Phil admission rules.

- Rules, regulations final, enhanced and changed from time to time by the authorities/bodies of the University will be applicable to all the students. The students will have to abide by all such rules and the regulations.
- For clarification about academic matters please contact on the following address:

CHAIRPERSON

Department of Agricultural Sciences
AIOU, H-8, Islamabad Ph: 051-9250064

Note: Admission form complete in all respect must be sent on the above address:

f) Fee Tariff: MSc (Hons) Rural Development

Sr. #	Item	Rates
1.	Admission fee	Rs.1000/-
2.	Registration fee	Rs.200/-
3.	Course Fee	Rs.3360/- (per 3 credit hour Course)
4.	Thesis Fee	Rs.26630/-
5.	Thesis Evaluation fee	Rs.4830/-
6.	Technology fee	Rs.135/- (per student per semester)
	Total Fee for 1 st Semester =	Rs.14475/-

Note: Only selected candidate will deposit the fee after securing the intimation letter from the admission department).

g) Instructional Methodology:

Workshop:

The student will have a total of two chances to attend and pass the workshop of the course concerned. Passing the workshop will be pre-requisite for appearing in the final examination of the course. In exceptional circumstances a special chance may be allowed by the Vice-Chancellor on the recommendation of the Chairman.

Duration of Programme

The minimum duration of MSc (Hons) Rural Development shall be two years and maximum duration shall be five years. There will be two semesters in each year.

The minimum period of the 24 credit hours course work for MSc (Hons) Rural Development shall be two semesters (One Year).

At the beginning of the third semester, a student will be required to submit research proposal (synopsis) to the Department. The synopsis will be prepared in accordance with the guidelines approved by the Board of Advanced Studies and Research (BASR). The Department will provide guidelines for developing the research proposal in the synopsis orientation workshop.

Viva Voce:

If the thesis is approved by the external evaluators, student has to appear before viva voce committee to defend his/her thesis.

2. FACULTY MEMBERS:

1. **Prof. Dr. Sher Muhammad**
Chairman
Department of Agricultural Sciences
Phone: +92-51-9250064, 9057750

2. **Dr. Shafique Qadir Memon**
Assistant Professor
Ph: 051-9057626,
Email: shafiq_qm@yahoo.com
3. **Dr. Farhat Ullah Khan**
Assistant Professor
Ph: 051-9057757
Email: farhatkhan7@gmail.com
4. **Dr. Muhammad Tarique Tunio**
Assistant Professor/HEC Approved Supervisor
Ph: 051-9057286
Email: tarique_tunio@aiou.edu.pk
5. **Dr. Sabir Hussain Shah**
Assistant Professor
Ph: 051-9057725
sabir.hussain@aiou.edu.pk
6. **Ms. Mahwish Siraj**
Lecturer
Ph: 051-9057749
Email: mahwish.siraj@aiou.edu.pk
7. **Dr. Zaid Mustafa**
Lecturer
Ph: 051-9057192
Email: zaid.mustafa@aiou.edu.pk
8. **Ms. Fouzia Anjum**
Lecturer
Ph: 051-9057753
Email: fauziaanjum184@gmail.com

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. Presently, it consists of seventeen departments offering masters programmes in major areas of Social Sciences and Humanities like, Business Administration, Economics, Mass Communication, Sociology, Gender and Women Studies, 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 masters 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, Mass Communication Economics, History and MS/PhD in Business

Administration while preparations are being made to launch PhD Applied Linguistics and Pakistan Studies. The Faculty of Social Sciences & Humanities also offers several bachelors' level programmes in such professional areas like Bachelors in Library & Information Sciences (BLIS), BBA (4 years), BS-Commerce and Mass communication. Thousands of students comprising all demographic groups from all over the country, enroll each year in these bachelor's level programmes.

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

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

DEPARTMENT OF BUSINESS ADMINISTRATION

Introduction:

The Department of Business Administration was established in 1986 with the objective to impart managerial education and skills in the discipline of Business Administration. Since its inception, the Department has made tremendous progress towards achieving its ultimate goal of becoming a centre of excellence in Business Management education and research in Pakistan. The Department has assembled outstanding teaching faculty and developed extensive teaching material for the improvement of education in Pakistan. The department launched MBA programme in 1986, MBA-IT in 2001 and MBA-Banking & Finance in Spring 2005 semester. Presently, the Department is offering MBA 3½ Years, MBA 2½ years, MBA Rural Management, PGD-HRM, MS (Management Sciences) and PhD programmes with different specializations. The department is also publishing a HEC recognized Research Journal namely “Journal of Contemporary Management Sciences”. These programmes contribute significantly to the national goals by developing the professionals equipped with modern business techniques. These programmes are designed to enable the professionals to upgrade their skills and enhance business qualifications. Further, it is hoped that the graduates from this university would have recognition in the human resource market and enjoy a respectable status in public

and private sector organizations, operating in Pakistan and abroad. The Department has well qualified faculty members including MPhil/MS and PhDs both from national and foreign universities.

Objectives of the Department:

- i. To strengthen the applied and basic research capabilities of scholars.
- ii. To deepen the theoretical knowledge of different domains of Management Sciences.
- iii. To provide an opportunity to test the theory practically by undertaking rigorous research activities.
- iv. To equip the research scholars to respond to current national and global crisis.

PhD (BUSINESS ADMINISTRATION)

The PhD (Business Administration) programme offered in two specializations, i.e., Finance and Human Resource Management. However, the department reserves the right to change its offering any time if needed so. The detail of scheme of studies and semester wise offering of courses is as under:

a) Scheme of Studies

First Semester

S. No.	Course Title	Course Code	Credit Hours
1.	Advanced Management Thoughts	9561	3
2.	International Business	9562	3
3.	Research Design-I	9563	3

Second Semester

4.	Public & Business Policy Interface	9564	3
5.	Research Design-II	9565	3
6.	<i>Students would choose only one course from the following courses according to their specialization:</i>		
	Seminar on Financial Management	9566	3
	Seminar on Human Resource Management	9567	3
Course Work Credit Hours			18

Third Semester

7.	Thesis	9569	36
Total Credit hours			54

The course work PhD (Business Administration) programme is spread over two (02) semesters covering six courses (18 credit hours) and a thesis (36 credit hours), as per AIOU and HEC guidelines. It will be offered with two specializations: Human Resource Management (HRM) and Finance. The minimum period required for completion of PhD course work will be one year while maximum period for completion of the degree will be five years.

b) Eligibility Criteria and Admission Procedure

- i. The MS MPhil or equivalent degree in Business Administration or related disciplines from any HEC recognized institution with 3.00/4.00 CGPA or 1st division in the annual system (60% marks) would be eligible to apply.

- ii. The programme would be merit base therefore fee/dues may not be deposited by the student until the offer letter from AIOU Admission Office is received.
- iii. An applicant in relevant field with MBA degree (18 years of education with research thesis) from HEC recognized university) with CGPA 3.00/4.00 or 1st division 1st class Masters Degree (from a foreign recognized university having recognized research experience, would be considered for admission.
- iv. In case the CGPA is not mentioned on the degree/transcript, the candidate would be required to get equivalence from HEC.
- v. There shall be a Departmental Admission Committee under the Chair of Department of Business Administration to finalize the admissions, as per AIOU rules and regulations.
- vi. Any student, who was rusticated, expelled, or whose entry in any College/University Campus was banned for any reason whatsoever at any time during his/her academic career, shall not be admitted to any programme. Only limited seats are available strictly on open merit basis.
- vii. Preliminary selection of the candidates will be made strictly on the basis of criteria laid down by the Department/ University. The candidates are required to pass the written test/interview (subject based) designed by Departmental Admission Committee for admission to PhD programme.
- viii. Only admitted candidates would be informed to deposit the fee by Director (Admission), hence would confirm the admission of the candidate.

For clarification about academic matters the students can contact Chairman, Department of Business Administration Allama Iqbal Open University H-8, Islamabad (email: mba@aiou.edu.pk). Phone No. +92(051)9250089

xi. Applicants are required to send complete admission forms along with the attested copies of all relevant documents, certificates and marks sheets at the address:

Chairman

Department of Business
Administration, AIOU, H-8,
Islamabad, (email: mba@aiou.edu.pk)
before the closing date as specified by AIOU.

c) Duration of the Programme

The minimum period required for its completion will be two years (four semesters) while **maximum period will be five years (ten semesters):**

- The minimum period for completion of coursework (18 credit hours) shall be one year (two semesters) and maximum is two years (four semesters).
- The minimum period for the completion of research work shall be one and half year (three semesters) and maximum is three years (six semesters).
- In case the student fails to complete the course/research work within the prescribed maximum period he/she has to take a fresh admission in the PhD program.
- In case of extension in the research period for

completion of Thesis would be up to maximum period (05 years), student will have to pay fee equivalent to 03 Credit Hours per semester for any required payment in this regard.

d) Methods of Instruction

Students would be provided with the relevant e-books, study material and the outline of courses along with the required reading material and assignments. The student would be required to submit assignments to their respective tutor, attend classes as and when arranged by the department and take final examinations conducted by AIOU. The medium of instruction and examinations would be in English.

e) Assignments

Assignments would be continuous assessment exercises which students complete while studying as well as attending the classes organized by the department. These would be designed in a way that students will be able to relate readings with their own objective findings. The students will send two compulsory assignments for each course to their tutors who return the same after marking and providing necessary academic guidance, as per AIOU policy. The weightage of two assignments (continuous assessment) per course would be 20% marks towards final grade of the course. It is imperative that passing each assignment as well as in aggregate of the assignment marks is 70%marks.

f) Classes

PhD (Business Administration) would be face to face program. In lieu of tutorials classes (equivalent to 48 hours) is adopted for the program. PhD classes would be conducted into two phases. First phase (for 16 days) would be conducted in the beginning of the semester and second phase (16 days) at end of tutorial period but before the conduct of final examination. The classes for each course would be arranged only at the main campus AIOU, Islamabad. The attendance of students in the classes is compulsory. No relaxation would be provided to the students during the classes. The classes are organized in order to provide students proper guidance in course contents through intensive lectures, group discussion, etc. The classes schedule would be chalked out by the department and intimated to the students accordingly. Hostel facility at the Main Campus, AIOU Islamabad is available on payment if desired, on first come first basis. For the hostel facility students must contact Manager Hostel prior to start of classes, at their own.

g) Examination

Examination rules and regulation would be applicable, as per the AIOU policy, as and when notified by AIOU Board of Advance Study and Research (BASR) or the Registrar from time to time. **No exemption would be given for course work, classes and thesis, in any case.**

1. Assessment of the students will be made as follows:
 - i. Assignments (continuous assessment): Two assignments are compulsory for each 3 Credit Hours Course.
 - ii. Final Examination: Three hours written examination will take place at the end of the semester). The distribution of marks for each 3 credit hours course work of PhD shall be as follows;

1) Assignments	20%
2) Mid Term	30%
3) Final Examination	50%
2. Pass percentage in aggregate will be 70%. If a student cannot pass in continuous assessment/ assignments or fails to maintain the minimum mandatory class attendance of 70% in a course, he/she will be declared fail.
3. For successful completion of each course the student will be required to qualify in each component i.e. assignments, class attendance and final examination, individually and collectively.
4. The assessment evaluation system would be as per the AIOU policy and as applicable at PhD level from time to time by the University.

h) Synopsis

After completion and qualifying course work and enrolling for Research Thesis course code 9569 students would attend the Synopsis Orientation Workshop (SOW) arranged by the Department of Business Administration. The students would

defend their proposal/synopsis in front of BASR before the beginning of research process. The research process would be conducted and evaluated as per *Allama Iqbal Open University (as amended to date) PhD rules and regulations*. However, format and procedure of Thesis will be given by the Department, Students would be informed during the Synopsis Orientation Workshop, that is going to be conducted after successful qualifying courses and comprehensive examination conducted by the University.

i) Thesis

After the completion and passing of requisite course work (18 credit hours) as well as SOW, in the specified time period, the student would be required to undertake research thesis of 36 credit hours as per AIOU laid down rules and regulations amended time to time.

j) Degree Requirements

The Degree would be awarded to the student after successful completion of required coursework, thesis and viva voce as per the AIOU laid down rules and regulations as amended time to time by the University.

k) Fee Structure

Only selected candidates would be required to submit the fee. The detail fee would be informed by the University to the selected candidates after completion

of all admission procedure/ requirement for PhD Program by the University.

l) Fee Structure

Registration Fee: (At the time of 1 st admission)	Rs.24,00/-
Admission Fee: (At the time of first admission)	Rs.25,00/-
Technology Fee + Courier Charges: (per student per semester)	Rs.135/-
Course Fee: (per 3 credit hour course)	Rs.7,350/-
Security Fee:	Rs.5,000/-
Thesis Fee: (two installments)	Rs.51,535/-
This programme is merit based, therefore no fee/dues are required to be deposited until you receive the offer letter from Admission Department of the University.	

m) Rules and Regulations

Rules and regulations, in line with the HEC guidelines as well as applicable in AIOU (amended from time to time) at the PhD level will be applicable to the programmes.

MS (MANAGEMENT SCIENCES)

a) Duration

As per HEC guidelines, MS (Management Sciences) programme will spread over 4 semesters covering 8 courses (24 credit hours) and a thesis (12 credit hours). It will be offered with two specializations: Human Resource Management (HRM) and Banking & Finance (B&F). The programme consists of 36 credit hours. The minimum period required for its completion will be as per AIOU rules.

b) Eligibility Criteria

Applicants having 16 years of business education (Old MBA/MPA/M.Com/ACMA/ACA/4-Years B.Com/4-Years BBA) from any HEC recognized institution with minimum second division or equivalent CGPA would be eligible to apply.

c) Admission Procedure

- i. There shall be an admission committee responsible to finalize the admission.
- ii. Admission in MS (Management Sciences) will be made once a year as decided by the Competent Authority. Applications will be invited through the daily news papers/AIOU website as per AIOU policy.
- iii. Preliminary selection of the candidates will be made strictly on the basis of criteria laid down by the Department/University.

- iv. Candidates will be required to pass a test equivalent to GRE/GAT General conducted by the Department of Business Administration.
- v. Only selected candidates will be informed about their admission and to deposit the fee. The candidate will be informed about the deposit of fee by the Directorate of Admissions confirming the admission of the candidate.
- vi. The prevailing University rules and regulations regarding MS/MPhil programme enforced from time to time shall strictly be followed for the programme.
- vii. The MS (Management Sciences) programme will be merit based, therefore, no fees/dues will be required to be deposited until applicant receives the admission letter from the AIOU Directorate of Admissions.
- viii. Candidates will be required to send complete admission forms along with the attested copies of all certificates and marks sheets at the following address before the closing date.

CHAIRMAN

Department of Business Administration

Block No.13, AIOU, H-8, Islamabad.

Ph: 051-9057722-23, 9250089

mba@aiou.edu.pk

- ix. **For any academic clarification, you may get through e-mail or by telephone from the department.**

d) Scheme of Studies

The MS (Management Sciences) programme will be offered with two specializations, i.e., HRM and B&F. The detail of courses and tentative semester wise offering of courses is as under:

Sr. No.	Course Title	Course Code	Credit Hours
First Semester			
1	Advanced Research Methods	8701	3
2	International Business & Finance	8702	3
3	Strategic Marketing	8703	3
4	Strategic Human Resource Management	8704	3
Second Semester			
5	<i>Elective Courses (for details, see as given under Elective Courses for MS Management Sciences)</i>		12
Third Semester			
6	Thesis	8720	12
	Total Credit Hours	24+12	36

Note: However, the department reserves the right to change its offering any time if desired so.

e) Elective Courses for MS (Management Sciences) Programme:

For selection of specialization courses in MS programme, students would select elective courses from only one of the following specializations:

Elective Courses of Human Resource Management			
1	Strategic Human Resource Development	8709	3
2	Organisational Theory & Design	8710	3
3	International Human Resource Management	8711	3
4	Human Resource Change Management	8712	3
Elective Courses of Banking & Finance			
1	Investment & Securities Management	8715	3
2	Risk Management & Insurance	8716	3
3	Islamic Banking	8718	3
4	Bank Management and Control	8721	3

f) Thesis

After the completion of 24 credit hours course work, a student will undertake research work of 12 credits. After the receipt of admission list of the 3rd semester, the Department will hold two-weeks Synopsis Orientation Workshop (SOW). The purpose of the SOW will be to guide the researchers in finalizing their topics of synopsis/thesis. The topic must be according to the specialization already selected by the researcher.

Participation in the SOW will be mandatory. Researchers are supposed to develop and present their synopsis before the Departmental Synopsis Committee. Finally, topic of thesis/synopsis will be forwarded to the Competent Authority for approval as per MS/MPhil rules and regulations of the university.

g) Methods of Instruction

The medium of instruction and examination will be English. Face to face mode of study will be adopted for MS (Management Sciences) programme. The outline of courses along with the required reading material and assignments will be provided to the students.

h) Assignments

The student will send two compulsory assignments for each 03 credit hours course to their tutors who return the same after marking and providing necessary academic guidance.

i) Classes

MS (Management Sciences) is a face to face programme. Classes equivalent to 48 hours in each course as teaching pedagogy are applied. MS classes will be conducted in two phases. First phase for 16 days will be scheduled in the beginning of the semester and second phase for 16 days will be before the examination. The workshops will be arranged only at the Main Campus, AIOU, H-8, Islamabad.

The participation of the students in the classes will be compulsory. No relaxation on any ground will be provided to the students in this regard. The classes (classes) will be organized in order to provide the students proper guidance in course contents through intensive lectures, group discussions, etc. The programme of the classes will be chalked out by the Department and intimated to students well in time. Hostel facility at the Main Campus AIOU Islamabad will be available on payment if desired and would be arranged by the concerned student at their own expenses.

j) Evaluation Scheme

Assessment will be done as under:

Assessment Component	Weightage in the aggregate result
Assignments	20%
Mid Term/ Project Presentation	30%
Final Examination	50%
Total	100%

- i. For successful completion of each course the student will be required to qualify in each component.
- ii. Pass percentage in aggregate shall be 50%. If a student cannot pass in continuous

assessment/assignments or fail to maintain the minimum mandatory class attendance of 70% in a course, he/she will be declared as fail.

k) Degree Requirements

Following are the requirements for award of MS (Management Sciences) degree:

- i. Successful completion of 08 courses (24 Credit Hours).
- ii. Thesis: After completion of 24 Credit Hours course work, the students will be eligible to register for the Thesis (12Credit Hours). The students will be required to complete their thesis as per AIOU rules applicable as amended from time to time, and submit to the Department in line with the approved format etc., that would be evaluated on the guidelines given by HEC and adopted by the AIOU.
- iii. Viva voce examination: Viva voce examination shall be held according to AIOU rules and regulations, if the student meets the criteria of the evaluation of thesis any extension in the programme would be as per AIOU rules/regulations.

l) Fee Structure

Item	Fee
Registration Fee: (At the time of 1 st admission)	Rs.200/-
Admission Fee: (At the time of first admission)	Rs.1000/-
Course Fee: (per course)	Rs.9290/-
Thesis Fee:	Rs.51,555/-
Thesis Evaluation Fee: (Once at the time of admission in Thesis)	Rs.5510/-
Security Fee: (At the time of first admission)	Rs.5000/-
Technology Fee + Courier Charges (per student per semester)	Rs.135/-
Total Fee for 1st Semester	Rs.43495/-

FACULTY MEMBERS

1. **Prof. Dr. Syed Hassan Raza**
Chairman
Ph: 051-9057722
Email: hassan_raza@aiou.edu.pk
2. **Dr. Muhammad Majid Mahmood Bagram**
Associate Professor
Ph: 051-9057406
Email: majid_mahmood@aiou.edu.pk
3. **Mr. Muhammad AyubShaikh**
Assistant Professor Ph: 051-9057896
Email: ayub.shaikh@aiou.edu.pk
4. **Dr. Adnan Riaz**
Assistant Professor
Ph:051-9057272
Email: adnan_riaz@aiou.edu.pk
5. **Dr. Salman Ali Qureshi**
Assistant Professor Ph: 051-9057840
Email: Salman_qureshi@aiou.edu.pk
6. **Mr.Mahmood-ul-Hassan**
Lecturer
Ph: 051-9057855
Email: mehmoood_ul_hassan@aiou.edu.pk
7. **Mr. SadarAyubKhan**
Lecturer
Ph: 051-9057416
Email: Sadar_ayub@aiou.edu.pk
8. **Mrs. Mobashira Hamid Alvi**
Lecturer
Ph: 051-9057186
Email: Mobashira.alvi@aiou.edu.pk
9. **Mr. Ahmed HassanJamal**
Lecturer
Ph: 051-9057379
10. **SyedaAttiyaRahat**
Lecturer
Ph: 051-9057250
11. **Mr. EhsanJavaid**
Lecturer
Ph: 051-9057855
12. **Staff:**
Ph: 051-9057723

DEPARTMENT OF LIBRARY AND INFORMATION SCIENCES

Introduction

The Department of Library and Information Sciences was established in 1985 within the Faculty of Social Sciences and Humanities. Besides MPhil, the Department is currently offering three more programs, Certificate in Librarianship (CLS), Master of Library and Information Sciences (MLIS), and BS in Library and Information Sciences (BS4-LIS). These programs were respectively initiated in 1985, 2001, and 2019.

MPHIL (LIBRARY AND INFORMATION SCIENCES) PROGRAM

Objectives

The main objective of launching MPhil program was to contribute to the LIS literature internationally through high quality research particularly focusing on current and future needs. Secondly, there is a high demand from information professionals across Pakistan to have this program at the AIOU platform through unconventional means of education. Thirdly, there is a high number of LIS professionals working in Islamabad and Rawalpindi who intend to enhance their professional qualifications and they find no such program offered by public or private universities in this region. Other objectives include:

- To address the local issues in LIS and provide a viable solution through research.

- To enable LIS professionals to make informed decisions based on research.
- To promote evidenced-based LIS practice through the use of relevant research.
- To promote LIS research culture in Pakistan.
- To enrich Pakistani LIS research literature through quality research projects.
- To develop critical and analytical thinking skills of LIS research scholars.
- To develop advanced information literacy skills of research students.
- To improve academic writing skills of LIS research students.
- To improve soft skills of LIS research students.
- To provide a specialized manpower to the LIS job market. And
- To promote information entrepreneurship by establishing industry-academia linkages through need-based research.

Eligibility Criteria and Procedure of Admission

MPhil in LIS is a merit-based program. Any candidate having 16-year master's degree or 4-year education after HSSC (at least 124 credit hours) in Library and Information division (45% marks) or 2.5/4.0 or 3.5/5.0 CGPA/GPA from an HEC recognized institution can apply for admission. The number of seats will be determined as per AIOU/HEC policy. The admission merit will be determined as per AIOU rules. To pass a GRE/Gat general admission test to be conducted by the LIS Department of

AIOU is compulsory with prescribed pass marks as per AIOU rules.

Note1: No TA/DA or other expenses will be on the part of AIOU for admission test and interview. Admission/entry test fee Rs.1,000 (One Thousand) per student per attempt applies along with prescribed prospectus fee.

Interested candidates will be required to purchase prospectus and send hard copy admission form along with the required documentation with prospectus fee (if applied online or not purchased prospectus) and admission test fee along with prescribed late fee (if applicable) to be deposited via challan form in designated bank(s) directly at the following address by the closing date (fee receipt should be AIOU copy in original):

MPhil Coordinator
Department of Library and Information Sciences
Block 6, Allama Iqbal Open University,
H-8, Islamabad.

Note 2: Write “MPhil Admission Form” on the envelope. Candidates are advised to keep on watching websites of LIS Department <<http://lis.aiou.edu.pk/>> and AIOU <<https://aiou.edu.pk>>for updates. Our Facebook page ID is <LIS@AIOU official>.

Pre-requisites from MPhil (LIS) Students

An MPhil (LIS) student must have a latest computer and a smart phone both with internet connection to successfully complete this program.

MPhil Duration

This program spans minimum two years, one year for course work and one year for thesis writing and submission. The extensions in coursework and thesis may be granted as per AIOU rules.

MPhil Course work

There will be a two-semester MPhil course work of 24 credit hours, consisting of eight courses of three credit hours each. All courses are of 100 marks each. The semester-wise breakup of the courses is as under:

1st Semester

Sr#	Course	Code	Cr. Hrs
1	Advances in Library and Information Sciences	8731	3
2	Philosophy and Theory of Library and Information Sciences-I	8732	3
3	Quantitative Research	8734	3
4	Quantitative Research	8735	3

2nd Semester

Sr#	Course	Code	Cr. Hrs
1	Emerging Trends in Information Behaviour Research	8736	3
2	Data Analysis Tools	8738	3
3	Aids to Research	8739	3
4	Academic Writing and Publishing	8740	3
Subsequent Semesters			
1	Thesis	8741	12

Mode of Study

A hybrid, flexible approach has been adopted for this program. There will be tutorial meetings and/or workshops as per AIOU rules. Attendance in workshops will be compulsory for every student as per AIOU rules. Any resident or overseas Pakistanis may apply for admission but they would have to come to AIOU Main Campus, Islamabad, to attend tutorial meetings and/or workshops if admission is granted.

Medium of Study

English language will be the medium of study. Students may not opt for any other language for any of the components of this program.

Assessment/Evaluation Criteria

Multiple criteria will be adopted to assess students' coursework and thesis as per AIOU rules.

Fee Tariff

Item	Fee
Registration Fee (once, if not already registered with AIOU)	200
Admission Fee	1,000
Technology Fee+ Postal Charges	150
Tuition fee per 3 Credit Hours course Rs.7,000 = (Rs.7,000×4 courses)	28,000
Books/CD (Rs.1,000 per course x 4 courses)	4,000
Lab/Library fee (Rs.5,000 per semester)	5,000
Total fee for 1st Semester Rs.	38,350

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

Note: The AIOU reserves the right to make any change(s) anytime in this program partly or wholly without prior notice.

Faculty Members

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

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 THE FACULTY

Faculty of Education comprises of the following six departments:

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

Distance, Non Formal Education and Continuing Education

The department was established in 1984 and was renamed as Distance, Non Formal and Continuing Education Adult Education and Educational Technology at MA Education, MEd, MPhil and PhD in Education.

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 comprises MA, MEd and 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 and Elementary Teacher Education

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

The Department offers Associate Degree in Education, Post Graduate Diploma in ECE, BEd (1-½ year), BEd (2-½), BEd (4 years), MPhil and PhD programme, it also offers “Education” as subject at Matric, Intermediate and Graduate level.

The department is planning to launch, MA (Elementary Teacher Education) and Certificate of Entrepreneurship in ECE. The department also 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 B.Ed (4 years) B.Ed (2.5 years) and specialization of science education in B.Ed (1.5) years.

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/MA Education with following specializations:

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

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

- BEd (1-½ years, 2-½ years, 4 years)
- PGD Educational Planning and Management
- PGD Early Childhood Education
- Courses of Education at SSC, HSSC and BA level
- Associate Degree in Education (1 year in service; 2 years; 3 years)

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

Mphil Education Programmes

Faculty of Education offers MPhil Education in following specializations:

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

Programme Goals

MPhil in Education programme is designed to prepare scholars who have grasp of the discipline of Education: establish a cadre of specialists and professionals in different fields of education who can provide effective leadership in guiding and conducting high level research in various fields.

Admission Procedure for MPhil Education Programme

- i) Merit will be determined on the basis of educational qualification, experience, score of subject test and interview conducted by the department.
- ii) Selected candidates will be intimated by the Directorate of Admission with the advice to deposit fee according to the schedule.

Courses by continuing students may not be taken as mentioned in the prospectus. These should be taken only as and when communicated in the letter by the Admission Department for continuing student for each semester.

Procedure of Studies for MPhil Education

The university will provide study material in printed or electronic form to the enrolled students. The medium of instruction is English.

Assignments

Assignments are compulsory component. For each course students have to attempt two assignments. Passing marks in each assignment are 50%. The student has to submit his/her assignments as per schedule before or on time. It is advised that students must send their assignments under registered cover and keep a copy for their own record.

Workshop

For each course there will be a compulsory workshop of one week duration at the main campus Islamabad. All expenditures including travelling, hostel charges etc. will be borne by the students themselves. The university will not bear any responsibility of TA/DA or provision of accommodation. Attendance in the workshops is compulsory. Facility of university hostel is available at the approved rates, provided if the rooms are vacant.

Final Examination

To sit in the final examination, one has to qualify the assignment component.

Research Thesis

The student will be allowed to take research thesis after successful completion of 12 credit hours course work including

“Advance Course on Educational Research and Statistics” (3706) and qualifying other requirements.

Research Thesis

The student will be allowed to take research thesis after successful completion of 12 credit hours course work including “Advance Course on Educational Research and Statistics” (3706) and qualifying other requirements.

MPhil Education (Specialization in Educational Planning and Management)

Eligibility

- i. Student possessing MA EPM/ELM will be eligible to apply.
- ii. Student having MA Education (in any specialization other than MA EPM) MA in Management Science must possess PGD EPM/ELM.
- iii. Applicants for M.Phil-EPM must possess above mentioned MA Degrees with at least 2nd Division.
- iv. Department will conduct admission test and interview.
- v. Previous experience and research publications shall be given weightage.
- vi. Candidate will apply for admission on prescribed form to the concerned Chairman of the department. If the candidate wishes to apply in more than one specialization, he/she has to apply separately for each specialization.
- vii. Admission will be strictly on merit and approved criteria.

M.Phil Educational Planning & Management

M.Phil Courses Work: 24 Credit Hours

Semester-1

a. Core Course: 12 Credit Hours

S. No.	Courses	Credit Hours
1.	Trends and Issues in Education (3701)	3
2.	Trends and Issues in EPM (3702)	3
3.	Advance Course on Educational Research and Statistics (3706)	3
4.	Qualitative Research in Education (3748)	3

Semester-2

b. Specialization Courses 12 Credit Hours

1.	Advance Course on Educational Planning-I (3707)	3
2.	Advance Course on Economic and Financing of Education (3708)	3
3.	Advanced Course on Educational Management-I (3734)	3
4.	Advanced Course on Educational Management-II (3735)	3

c. Semester 3rd & 4th Research Thesis (3715) 12 credit hours

Note: Only selected candidates will be intimated for depositing fee. No fee is required with admission form.

Note: Admission form complete in all respect may be sent on the following address:

CHAIRPERSON

Department of Educational Planning Policy Studies and Leadership
Faculty of Education,
Allama Iqbal Open University, H-8, Islamabad
Ph: 051-9250059

MPhil Education

(Specialization in Special Education)

i. Eligibility

ii.

Applicants for MPhil Education with Specialization in Special Education must possess a degree of MEd, MA Education or MS Ed at least with 2nd Division. Admission to MPhil Education with specialization in Special Education will be made on merit as per approved criteria, the applicants having MA/MEd in Special Education be given priority.

iii. Programme Structure

Students enrolled in MPhil have to pass the make-up courses prescribed by the department if they are not MA/MEd in Special Education. MPhil Education specialization in Special Education programme is comprised of 24 credit hours course work and a Research Thesis of 12 credit hours. Education programme is comprised of 24 credit hours course work and a Research Thesis of 12 credit hours.

Semester-1

a. Core Courses 12 Credit Hours

S. No.	Courses	Credit Hours
1.	Trends and Issues in Education (3701)	3
2.	Qualitative Research in Education (3748)	3
3.	Advanced Course on Educational Research and Statistics (3706)	3
4.	Trends and Issues in Special Education (3709)	3

Makeup Courses (MA Level) for the students who are without MA/MEd Special Education Degree:

1.	672	Perspective of Special Education	3
2.	673	Handicapped Persons in the Community	3

Semester-2

b. Specialization 12 Credit Hours

S. No.	Courses	Credit Hours
1.	Advanced Study on Exceptionalities-I (3716)	3
2.	Advanced Study on Exceptionalities-II (3717)	3
3.	Career Planning and Rehabilitation-I (3718)	3
4.	Career Planning and Rehabilitation-I (3719)	3

Makeup Courses (MA Level) for the students who have not done MA/MEd Special Education Degree. 6 Credit Hours Courses from Any Specialization Area

a. Visual Impairment		
677	Independence Training for the Visually Handicapped	3
678	Special Education for Visually Handicapped	3
OR		
b. Hearing Impairment		
680	General Introduction to the Hearing Impairment	3
681	Psychology of Deafness & Child Development	3
OR		
c. Mental Retardation		
3603	Introduction & Assessment of Mentally Retarded Children-I	3
3604	Introduction & Assessment of Mentally Retarded Children-II	3
OR		
d. Physical Disabilities		
3607	Physical Handicaps-I	3
3608	Physical Handicaps-II	3

c. Semester 3rd and 4th Research Thesis (3712) 12 credit hours

For clarification about academic matters please contact on the following address:

Note: Admission form complete in all respect may be sent on the following address:

CHAIRPERSON

Department of Special Education, Faculty of Education,
Allama Iqbal Open University, Sector H-8, Islamabad
Ph: 051-9250078, 051-9057853, 051-9057859

MPhil Education (Specialization in Elementary Teacher Education)

Eligibility:

MA (Education), MED or MSED with 2nd Division. Admission will be granted on merit as per approved criteria of AIOU.

MPhil Courses Work: 24 Credit Hours

THESIS: 12 Credit Hours

Semester-1

(12 Credit Hours)

S. No.	Courses	Code	Credit Hours
1.	Advanced Research Methods	3751	3
2.	Educational Leadership & Supervision	3752	3
3.	Curriculum & Instruction	3753	3
4.	Assessment of Evaluation in Education	3754	3

Semester-2

(12 Credits)

(Core courses 6 credits & Specialization Courses 6 Credits)

1.	Foundations of Education	3755	3
2.	Trends and Issues in Elementary Education	3756	3

Student can select any one cluster from below clusters:

Specialization Courses			
Curriculum	Curriculum Design	3757	3
	Curriculum Evaluation	3758	3
Assessment	Test & Scale Development	3759	3
	Assessment & Reporting of Student Learning	3760	3
Educational Psychology	Psychological Testing	3761	3
	Social Psychology	3762	3
Educational Research	Educational Statistics	3763	3
	Critiques in Educational Research	3764	3
Educational Administration	Organizational Theory & Behaviour in Education	3765	3
	Economics & Finance of Education	3766	3

3rd and 4th Semester:**Thesis/Research Work (12 Credit Hours)**

Course	Code	Credits
Thesis	3747	12

Note: Admission form complete in all respect may be sent on the following address:

CHAIRMAN

Department of Early Childhood Education &
Elementary Teacher Education, ICT Block,
AIOU, Sector H-8 Islamabad
Ph: 051-9257719, 051-9057718

MPhil Education**(Specialization in Science Education)****i. Eligibility**

Applicants for MPhil Science Education must possess B.Ed (4 years), MEd/MS Ed/MA degree in Science education at least with 2nd division. Admission to MPhil will be granted on merit basis (Test and Interview) according to the approved criteria of AIOU.

ii. Programme Structure

MPhil Education Specialization in Science Education comprises 24 credit hours course work and 12 credit hours Research thesis.

The detailed breakup of courses is as follows:

Semester-1**a. Core Courses (12 Credit Hours)**

S. No.	Courses	Credit Hours
1.	Trends and Issues in Education (3701)	3
2.	Advanced Course on Educational Research and Statistics (3706)	3
3.	Qualitative Research in Education (3748)	3
4.	Trends and Issues in Science Education (6771)	3

Semester-2**b. Specialization (12 Credit Hours)**

1.	ICTs in Science Education (6772)	3
2.	Teaching Models & Strategies in Science Education (6773)	3
3.	Assessment and Evaluation in Science Education (6774)	3
4.	Curriculum Development in Science Education (6775)	3

c. 3rd and 4th Semester:**Thesis/Research Work (12 Credit Hours)**

Note: Admission form complete in all respect may be sent on the following address:

CHAIRMAN

Science Education Department
Faculty of Education,
Allama Iqbal Open University
Sector H-8, Islamabad
Ph: 051-9057718, 051-9057719

MPhil Education (Specialization in Distance and Non-Formal Education)

i. Eligibility

Applicants for MPhil Education (Distance and Non-Formal Education) must possess the following qualification:

MA Education (at least 2nd division)

OR

MEd (at least 2nd division)

OR

MSEd (at least 2nd division)

OR

BEd (4 Years)

Admission will strictly be made on merit basis as per approved criteria.

ii. Programme Structure

MPhil Education with specialization in Distance, Non-Formal and Continuing Education programme comprises 24 credits hours course work and 12 credit hours thesis for MPhil.

Semester-1

a. Core Courses 12 Credit Hours

S. No.	Courses	Credit Hours
1.	Trends and Issues in Education (3701)	3
2.	Trends and Issues in Distance Education (3703)	3
3.	Qualitative Research in Education (3748)	3
4.	Advanced Course on Educational Research and Statistics (3706)	3

Semester-2

(Students can take any two clusters from the following)

b. Specialization 12 Credit Hours

S. No.	Courses	Cluster	Credit Hours
1.	Non Formal Education-I (3726)	Cluster-A	3
	Non Formal Education-II (3727)		3
2.	Adult Education/Literacy-I (3728)	Cluster-B	3
	Adult Education/Literacy-II (3729)		3
3.	Educational Technology-I (3730)	Cluster-C	3
	Educational Technology-II (3731)		3
4.	Distance Education-I (3732)	Cluster-D	3
	Distance Education-II (3733)		3

c. Semester 3rd & 4th Research Thesis (3714) 12 credit hours

Note: Admission form complete in all respect may be sent on the following address:

CHAIRMAN

Department of Distance, Non-Formal and Continuing Education, Faculty of Education,

Allama Iqbal Open University, H-8, Islamabad.

Ph: 051-9250055

Fee Tariff (MPhil Education)

Details of dues for admission to programme are as under:

Registration fee: Rs.200
(at the time of first admission in the university)
Admission fee: Rs.1000
(at the time of first admission in the programme)
3 credit hours Rs.3090/-
Research thesis (12 credit hours) Rs.12500/-
Technology fee: Rs.135
(per student/semester)
Total Fee for 1st Semester = Rs.13695/-

6. MPhil Education Coordinators

For clarification about academic matters, please contact on the following address:

1. Distance, Non-Formal and Continuing Education

Dr. Zafar Iqbal Lilla

Ph: 051-9057720

Email: zafarar72@yahoo.com

2. Educational Planning, Policy Studies & Leadership

Dr. Azhar Mumtaz Sadi

Ph: 051-9057709

Email: azhar.mumtaz@aiou.edu.pk

3. Secondary Teacher Education

Dr. Munnaza Ambreen

Ph: 051-9057713

Email: munazza.ambreen@yahoo.com

munazza.ambreen@aiou.edu.pk

4. Special Education

Dr. Tanzila Nabeel

Ph: 051-9250078, 051-9057857

Email: spedu@aiou.edu.pk

5. Science Education

Dr. Muhammad Tanveer Afzal

Assistant Professor

Ph: 051-9057711

Email: tanveer.afzal@aiou.edu.pk

6. Elementary Teacher Education

Dr. Fazal ur Rahman

Associate Professor

Ph: 051-9057268

Email: fazalaiou@yahoo.com

PhD in Education with following specializations:

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

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

PhD in Education

Faculty of Education offers PhD Education in following specializations:

- Educational Planning and Management

PhD Eligibility to Apply

- i. Graduate holding MS/MPhil in the relevant area or equivalent with GPA 3.00/1st Division in 30 credit hours will be eligible for admission in PhD Programme.
- ii. Departmental Subject based test and interview.

- iii. Candidate will apply for admission on prescribed form to the concerned Chairman of the department. If the candidate wishes to apply in more than one specialization, he/she has to apply separately for each specialization.
- iv. Admission will be strictly on merit and on approved criteria.

PhD Educational Planning & Management

PhD Course Work: 18 Credit Hours

Semester-1

a. Common Courses 9 Credit Hours

S. No.	Courses	Credit Hours
1	Comparative Education (4774)	3
2	Instrumentation in Educational Research (4775)	3
3	E-Learning (4778)	3

Semester-2

b. Course Work (Specialization) any two of following 6 Credit Hours

1.	Human Resource Management (4782)	3
2.	Educational Leadership and Management (4783)	3
3.	Policy Analysis (4791)	3

c. Any one collateral area course: 3 Credit Hours (Subject to offering)

1.	Discourse Analysis (4776)	3
2.	Emerging Trends in Pedagogy (4777)	3
3.	Adult and Life Long Education (4771)	3

- d. Comprehensive Examination
- e. Publish research article as per approved policy of Higher Education Commission.
- f. Thesis (4788) (36 credit hours)

PhD EPM Eligibility to Apply:

- i. Candidates who have passed MS/M.Phil in EPM/ELM with 3.00 GPA or above are eligible to apply.
- ii. Candidates who have passed MS/M.Phil in Education; with at least 9 credit hours courses of Educational Planning, Policy Studies, Leadership and Management; with 3.00 GPA or above are eligible to apply.
- iii. Candidates who have passed MS/M.Phil in policy studies, Project Management or Business Management, must have MA Education to stand eligible for Ph.D EPM.
- iv. Candidates who have completed MS/M.Phil without research thesis will be assessed as per HEC Criteria.
- v. Department will conduct admission test and interview.
- vi. Previous experience and research publications shall be given weightage.
- vii. Candidate will apply for admission on prescribed form to the concerned Chairman of the department. If the candidate wishes to apply in more than one specialization, he/she has to apply separately for each specialization.
- viii. Admission will be strictly on merit and on approved criteria.

Note: Admission form complete in all respect may be sent on the following address:

INCHARGE

Department of Educational Planning
Policy Studies and Leadership,
Faculty of Education, AIOU, Sector H-8, Islamabad
Ph: 051-9250059

PhD Special Education

PhD Course Work: 18 Credit Hours Semester-1

- a. Common Courses
9 Credit Hours

S. No.	Courses	Credit Hours
1.	Comparative Education (4774)	3
2.	Instrumentation in Educational Research (4775)	3
3.	E-Learning (4778)	3

Semester-2

- b. Specialization Courses
6 Credit Hours

S. No.	Courses	Credit Hours
1.	Planning and Programming for Exceptional Youth (4780)	3
2.	Emerging Trends in Special Education (4781)	3

- c. Collateral Area

Each student will take a course (3 credit hours) from this area

S. No.	Courses	Credit Hours
1.	Discourse Analysis (4776)	3
2.	Emerging Trends in Pedagogy (4777)	3
3.	Educational Leadership & Management (4783)	3

- d. Comprehensive Examination
e. Publish research article as per approved policy of Higher Education Commission.
f. Thesis (4785)

Note: Admission form complete in all respect may be sent on the following address:

CHAIRPERSON

Department of Special Education,
AIOU, H-8, Islamabad.
Ph. 051-9250078

PhD Specialization in Elementary Teacher Education

Maximum load per semester:	18 Credit
Medium of Instruction:	English
Semester duration:	16-18 weeks
Mode of delivery:	OLD/Online
Course	18 Credit Hours
Thesis	24 Credit Hours
Total Credit:	42 Credits

PhD Eligibility Criteria

- i) Graduate holding MPhil or equivalent with GPA 3.00/1st Division will be eligible for admission in PhD Programme.
- ii) Department will conduct test and interview.
- iii) Candidate will apply for admission on prescribed form to the concerned Chairman of the Department. If the candidate wishes to apply in more than one

specialization, he/she has to apply separately for each specialization.

- iv) Admission will be strictly on merit and on approved criteria.

a. Core Courses

S. No.	Title of Course	Code	Credit Hours
1	Elementary Education in Comparative Perspective	4801	3
2	Qualitative Research Methods	4802	3
3	Quantitative Research Design	4803	3
4	Elementary Teacher Education	4804	3

**b. Course Work (Specialization any one cluster)
(6 Credit Hour)**

Cluster	Title of Course	Code	Credit Hours
Curriculum	Curriculum change & Policy Analysis	4805	3
	Curriculum Integration	4806	3
Educational Psychology	Developmental Psychology	4807	3
	Constructivism in Education	4808	3
Assessment	Comparative Assessment	4809	3
	Large Scale Assessment in Education	4810	3
Educational Research	Survey Research	4811	3
	Experimental Research	4812	3
Educational Administration	Total Quality Management	4813	3
	Human Resource Management in Education	4814	3

3rd and 4th semesters Thesis (24 Credit Hours)

Course	Code	Credits
Thesis	4815	24

- c. Comprehensive Examination
 d. Publish Research paper in Higher Education Commission Approved Journal
 e. Thesis (24 Credit Hours)

Besides having 48 hours of face-to-face interaction with course tutor or resource persons, the students are expected to spend a minimum of 220 hours of independent work in reading course guide, allied material and on-line sources mentioned in the course pack to meet the course requirements. The course workshop will be intended to guide students about the methods of working, orientation to course units (given in course guides), purpose of allied material and the ways in which allied material can be helpful in achieving course objectives. The course orientation will be helpful for students to make independent study more purposeful and directed. Further details are as:

Tutorials

Tutorials for this programme will be offered online. Tutorial schedule be given to the students and the tutors. Student login ID and Password to be issued by course coordinator according to the admission list. Course guidelines and work plan to be electronically shared with students. Course discussion blog and FAQ built and response to student queries, system of reminders to students for upcoming assignments, guidance

sessions and workshop preparation. For this activity, online support will be provided using LMS / MOODLE of AIOU. There will be 09 tutorial meetings (each meeting of 1 hour duration) for one course and will be mandatory both for the students and the tutors.

Assignment

Assignments are compulsory component. For each 3 credit hours course students have to attempt two assignments. Passing marks in assignments are 70%. The student has to submit his/her assignments on line (LMS) as per schedule before or on time. For online programme, TV programme/ FM support and web TV material on pre-requisite readings, accessible to students through LMS. Providing individual guidance on request through e-mail and discussion blog to students. Allowing submission of draft assignments with power point files for review and use during course workshop.

Workshop

Workshop is compulsory component of the programme. For each 3 credit hour course, there will be a workshop for one-week duration at the main campus Islamabad. All expenditures including travelling hostel charges etc. will be borne by the students themselves. The university will not bear any responsibility of TA/DA or provision of accommodation. Attendance in the workshops is compulsory. Only those students who have qualified the assignment component can attend the workshop. Facility of University hostel is available at the approved rates, provided that the rooms are vacant.

Mid Term Examination

Midterm examination will be conducted at the end of the course workshop.

Final Examination

At the last day of each workshop, information about the final examination will be given. To sit in the examination, one has to qualify the assignment component and workshop separately.

Thesis

The student will be allowed to take research thesis after successful completion of 18 credit hours course work and qualifying other requirements. There will be a synopsis orientation workshop for two weeks at main campus Islamabad. The student will develop research synopsis under the guidance of the Department.

CHAIRMAN

Dr. Fazal ur Rehman

Department of Early Childhood Education &
Elementary Teacher Education
ICT Block, Allama Iqbal Open University
Sector H-8, Islamabad
Ph: 051-9057718, 051-9057719

Ph.D Specialization in Teacher Education

Ph.D Course Work: 18 Credit Hours

a. Common Courses 9 Credit Hours

S. No.	Courses	Credit hours
1.	Comparative Education (4774)	3
2.	Instrumentation in Educational Research (4775)	3
3.	E-Learning (4778)	3

b. Specialization Course

S. No.	Courses	Credit hours
1.	Discourse Analysis (4776)	3
2.	Emerging Trends in Pedagogy (4777)	3

c. Collateral Area Courses. The students can opt any one from the following:

S. No.	Courses	Credit hours
1.	Human Resources Management (4782)	3
2.	Educational Leadership & Management (4783)	3

- d. Comprehensive Examination
- e. Research article in Higher Education Commission approved Journal.
- f. Thesis (4787)

For clarification about academic matters please contact on the following address:

Chairman

Department of Secondary Teacher Education,
Faculty of Education,
Allama Iqbal Open University, Sector H-8, Islamabad
Ph: 051-9250057, 051-9057708

Email: drnaveeda@gmail.com

Ph.D (MS/M.Phil Based): PhD Specialization in Science Education

Ph.D Course Work: 18 Credit Hours

a. Common Courses 9 Credit Hours

S. No.	Courses	Credit hours
1.	Comparative Education (4774)	3
2.	Instrumentation in Educational Research (4775)	3
3.	E-Learning (4778)	3

b. Specialization Course

S. No.	Courses	Credit hours
1.	Nature of Science in Science Education (6779)	3
2.	Professional Development of Science Teacher (6777)	3

c. Collateral Area Courses (any one from the following)

S. No.	Courses	Credit hours
1.	Human Resources Management (4782)	3
2.	Educational Leadership & Management (4783)	3

- d.** Comprehensive Examination
e. Research article in Higher Education Commission approved Journal.
f. Thesis (4789)

For clarification about academic matters please contact on the following address:

Chairman
 Prof. Dr. Nasir Mahmood
 Department of Science Education,
 Allama Iqbal Open University, Sector H-8, Islamabad

Ph.D (MS/M.Phil Based) Eligibility to Apply

- i. Graduate holding MS/M.Phil in the relevant area or equivalent with GPA 3.00/ 1st Division will be eligible for admission in PH.D Programme.
- ii. Subject (GAT) (Education) by NTS with at least 60% score.
- iii. Candidate will apply for admission on prescribed form to the concerned chairman of the department. If the candidate wishes to apply in more than one specialization, he/she has to apply separately for each specialization.
- iv. **Admission will be strictly on merit and on approved criteria.**

PhD Distance and Non-Formal Education

Semester-1

a. Common Courses 9 Credit Hours

S. No.	Courses	Credit hours
1.	Comparative Education (4774)	3
2.	Instrumentation in Educational Research (4775)	3
3.	E-Learning (4778)	3

Semester-2

b. Specialization Course work (6 credit hours)

Specialization Courses:

Student may take following specialization courses:

S. No.	Courses	Credit Hours
1.	Adult and Lifelong Education (4771)	3
2.	Human Resource Management in Distance Education (4773)	3

c. Collateral Area

Each student will take a course from this area equivalent to 3 credit hours.

S. No.	Courses	Credit Hours
1.	Discourse Analysis (4776)	3
2.	Emerging Trends in Pedagogy (4777)	3
3.	Inclusive Education (4779) Subject to offering	3
4.	Educational Leadership & Management (4783)	3

- d.** Comprehensive Examination
e. Thesis (4786)

- f. Publish research article as per approved policy of Higher Education Commission.

Note: Admission form complete in all respect may be sent on the following address:

CHAIRMAN

Department of Distance, Non-Formal and Continuing Education, Faculty of Education, AIOU, H-8, Islamabad
Ph: 051-9250055

5.9 PhD Coordinators

For clarification about academic matters, please contact on the following addresses:

1. EPPSL Department

Dr. Afshan Huma
Ph: 051-9250059, 9057714
Email: afhsan.huma@aiou.edu.pk

SPECIFIC INFORMATION

1. If a student is required to take course(s) of lower level, s/he will be allowed to do so but the credit of these courses will not be counted towards his/her PhD credits.
2. If a student has to remain absent for a period of one or more than one semesters in case of exigency or proceeding abroad, he may apply for the freezing of

the period for thesis without violating the maximum period i.e. five years. The student will have to pay fee at the rate of six credit hours for the frozen period.

3. The student shall be allowed to pursue only one programme at a time at AIOU.
4. Fee structure of any course/thesis/seminars programme may be changed during the programme. Student has to deposit the required fee as intimated by the Admission Department.
5. During each semester there will be compulsory workshop of one week for each course. Only those students who qualify the assignments components will be eligible to take final examination.

Fee Tariff (PhD Education)

Details of dues for admission to programme are as under:

Registration fee:	Rs.2400
(at the time of first admission in the university)	
Admission fee:	Rs.2500
(at the time of first admission in the programme)	
3 credit hours	Rs.3690/-
Research thesis:	Rs.29250/-
Technology + Courier fee:	Rs.135
(per student/semester)	
Total Fee (First Semester):	Rs.16105/-
(without Research thesis fee)	

FACULTY MEMBERS

Prof. Dr. Nasir Mahmood

Dean

Ph: 051-9057702, 051-9050058, 051-9250060

Chairpersons of Departments

1. Dr. Fazal ur Rehman

Early Childhood Education & Elementary Teacher

Education Department

Ph: 051-9057268

Email: fazalaiou@yahoo.com

2. Dr. Zaigham Qadeer

Associate Professor

Science Education

0333-5162885

Email: zaigham.qadeer.@aiou.edu.pk

3. Dr. Tanzeela Nabeel

Special Education Department

Ph: 051-9057853, 051-9250078

Email: tanzilanabeel@gmail.com

4. Dr. Naveed Sultana

Secondary Teacher Education Department

Ph: 051-9057705

Email: drnaveeda@gmail.com

5. Dr. Muhammad Ajmal Chaudhary

Distance, Non-Formal & Continuing Education

Department

Ph: 051-9250055

Email: drajmal@aiou.edu.pk

6. Dr. Afshan Huma

Educational Planning, Policy Studies & Leadership

Department

Ph: 051-9250059

Email: afhsan.huma@aiou.edu.pk

▪ **Associate Professor**

1. Dr. Fazal ur Rehman

Early Childhood Education & Elementary Teacher

Education Department

Ph: 051-9057268

Email: fazalaiou@yahoo.com

▪ **Assistant Professors**

1. Dr. Muhammad Samiullah

051-9057852

Email: samigoldmetalist1077@hotmail.com

2. **Dr. Shaista Majid**
Special Education Department
Ph: 051-9057858
Email: adeeb_shaista@yahoo.com
 3. **Mr. Zahid Majeed**
Special Education Department
Ph: 051-9057294
Email: zah_ent@yahoo.com
 4. **Dr. Munazza Ambreen**
Secondary Teacher Education Department
Ph: 051-9057713
Email: munazza.ambreen@aiou.edu.pk
 5. **Dr. Muhammad Tanveer Afzal**
Science Education Department
Ph: 051-9057711
Email: tanveer.afzal@aiou.edu.pk
 6. **Dr. Zafar Iqbal Lillah**
Distance, Non-Formal & Continuing Education Department
Ph: 051-9057720
Email: zafar.iqbal@aiou.edu.pk
 7. **Dr. Afshan Huma**
Educational Planning, Policy Studies & Leadership Department
Ph: 051-9250059
Email: afhsan.huma@aiou.edu.pk
 8. **Dr. Azhar Mumtaz Saadi**
Educational Planning, Policy Studies & Leadership Department
Ph: 051-9057709
Email: azhar.mumtaz@aiou.edu.pk
 9. **Dr. Muhammad Athar Hussain**
Early Childhood Education & Elementary Teacher Education Department
Ph: 051-9057268
Email: Muhhammad.athar@aiou.edu.pk
 10. **Dr. Rehmatullah Bhatti**
Distance, Non-Formal & Continuing Education Department
Ph: 051-9057706
Email: rehmat.ullah@aiou.edu.pk
- **Lecturers**
1. **Dr. Amtul Hafeez**
Distance, Non-Formal & Continuing Education Department
Ph: 051-9057706
Email: amtulhafeezch@yahoo.com
 2. **Mrs. Naila Naseer**
Distance, Non-Formal & Continuing Education Department
Ph: 051-9057194
Email: naila.naseer@aiou.edu.pk

3. **Dr. Aftab Ahmed**
Science Education Department
Ph: 051-9057720
Email: aftab.ahmed@aiou.edu.pk
4. **Ms. Farkhunda Rasheed Ch.**
EPPSL
Ph: 051-9057797
Email: farkhunda.rasheed@aiou.edu.pk
5. **Mr. Arshad Mehmood Qamar**
Science Education Department
Block-5, Room 105
Ph: 051-9057168
Email: arshad.mehmood@aiou.edu.pk
6. **Ms. Tahira Bibi**
Educational Planning, Policy Studies & Leadership
Department
Ph: 051-9057715
Email: tahiralepm@gmail.com
7. **Dr. Sarwat Maqbool**
Educational Planning, Policy Studies & Leadership
Department
Ph: 051-9057704
E.mail: sarwat.maqbool@aiou.edu.pk
8. **Mr. Hamid Nadeem**
Educational Planning, Policy Studies & Leadership
Department
Ph: 051-9057709
E.mail: hamid.ali@aiou.edu.pk
9. **Dr. Sidra Rizwan**
Secondary Teacher Education Department
Ph: 051-9057707
Email: sidra.rizwan@aiou.edu.pk
10. **Ms. Tooba Malik**
Secondary Teacher Education Department
Ph: 051-9057711
Email: tooba.saleem@aiou.edu.pk
11. **Ms. Mubshera Tufail**
Early Childhood Education and Elementary Education
Ph: 051-9057719, 051-9057718
Email: mubasheratufail@yahoo.com
12. **Mr. Salman Khalil Ch.**
Early Childhood Education and Elementary Education
Ph: 051-9057709
Email: Salman.khalil@aiou.edu.pk
13. Dr. Zafar Iqbal
Ph: 051-905876
Email: mzafar.iqbal@aiou.edu.pk
14. Ms. Saima Kashif
Science Education Department
Ph: 051-9057642
Email: saimakashif15@yahoo.com

FACULTY OF ARABIC AND ISLAMIC STUDIES

INTRODUCTION:

The Faculty of Arabic & Islamic Studies started its functions initially as Institute of Arabic and Islamic Studies comprising of departments of Arabic and Islamic studies. Later on the Institute of Arabic and Islamic Studies was upgraded to the level of the full fledged faculty in 1999 as required by AIOU Act 1974.

OBJECTIVES OF THE FACULTY

The Faculty was established:

1. To teach Islamic Studies from Matric to PhD levels as per contemporary requirements.
2. To teach Arabic language and literature from Matric to PhD levels as per contemporary needs.
3. To conduct advance research on the different aspects of Islamic Studies, Islamic Culture, Arabic Language, Literature and Civilization.
4. To protect Islamic Heritage with the help of modern research tools and techniques.
5. To play leading role in the interpretation of Islamic Teachings, according to the needs of contemporary Pakistani society.
6. To reconstruct Islamic Thought and defending Islam and Islamic identity of Pakistan at national and international forums.
7. To prepare Scholars of Islamic Studies who have the grasp on the different issues of the Islamic Studies in

general and command over the different areas of specialization such as Quran, Tafseer, Hadith, Shariah & Law, Islamic thought, History, Culture, Civilization and Muslim languages particularly Arabic language.

8. To establish a cadre of specialists and professionals experts in different fields of Islamic Studies who can provide effective leadership in guiding and conducting quality research in the various disciplines of Islamic and Arabic Studies.
9. To provide opportunity of professional growth and development to the scholars of Islamic studies in general and in service personals in particular.
10. To develop linkage between different highly reputed institutions of Islamic learning in general and institutions of muslim world in particular.
11. To create interfaith harmony and environment of dialogue between Islamic and other civilizations.

PROSPECTS OF THE FACULTY

1. Faculty is providing education of Arabic & Islamic Studies to the large number of students.
2. The faculty has prepared a number of quality books on the different fields of Islamic Studies.
3. The faculty is able to produce high quality research work at MPhil and PhD levels with different specializations.
4. The faculty is regularly publishing its referred quality research journal Muarf-e-Islami.

5. Some of the programs of the Faculty are unique and not offered in any other Institution of Pakistan except AIOU such as ATTC, B.Ed. Arabic, MA & MPhil Islamic Studies with specializations.
6. MPhil Islamic Studies is a leading programme of the faculty and it has gained good repute in scholarly circles of Pakistan.

DEPARTMENT OF SHARI'AH

The department of Shari'ah was established to conduct advance research in the field of Shari'ah. To achieve this goal the department is offering graduate and post graduate programmes. The Department is offering specialization in Islamic Law and Jurisprudence in M.A. Islamic Studies.

FACULTY MEMBERS

Sr. #	Name of The Faculty Member	Designation	Qualification
1	Prof. Dr. Hafiz Ghulam Yousaf	Chairman	Ph.D. Islamic Studies(Karachi) M.A Islamic Studies(Karachi) Al-sahada al-alimiya
2	Dr. Hidayat Khan	Associate Professor	Post Doctorate (RUS), London Ph.D Islamic Studies (AIOU) LL.M Shari'ah and Law (IIU) LL.B Honors in Shari'ah and Law (IIU)

3.	Ms. Tahira Ifraq	Lecturer	LLB Shari'ah and Law LLM (ICL) Ph.D Scholar (Shari'ah)
4.	Hafiz Moazzum Shah	Lecturer	BS Islamic Banking and Finance MSc Economics MA Islamic Studies M.Phil Islamic Studies Ph.D Scholar (Islamic Studies)

PROGRAMES OFFERED BY THE DEPARTMENT

1. MA Islamic Studies with Specialization in Islamic Law and Jurisprudence
2. MS Shari'ah (Equal to M.Phil)

DETAILS OF DEPARTMENT-BASED PROGRAMME

a) MS Shari'ah PROGRAMME

1. PROFILE OF THE PROGRAMME

The department of Shari'ah, F/O Arabic and Islamic Studies is offering MS Shari'ah Programme.

This programme has started in Autumn, 2014 semester. This is the most important & significant programme offered by the Department of Shari'ah, Faculty of Arabic & Islamic Studies AIOU. The MS Shari'ah programme is reputed as one of the best programmes in public sector universities of Pakistan. This programme has been designed to carry out research in different fields of Shari'ah in order to explore new dimensions of understanding of Islam. It provides to the scholars an opportunity

of exercising independent critical judgment through research skills to serve Islamic & Muslim communities.

The graduates of MS Shari'ah program from AIOU will serve on important academic & administrative post in the colleges & Universities of Pakistan as well as in the foreign countries.

MS Shari'ah programme requires 2 to 4 years of time for completion. The students are required to complete specific course work & research work under the supervision of highly qualified teachers/supervisors.

2. AIMS & OBJECTIVES OF MS Shari'ah

The MS Shari'ah is aimed:

- To prepare scholars who have grip over Islamic Studies in general and over Shari'ah in particular.
- To provide opportunities of professional growth and development to Shari'ah scholars.
- To establish a cadre of specialists and professionals in different fields of Shari'ah who can provide effective leadership in guiding and conducting quality research in various disciplines of Shari'ah.
- To prepare scholars of research aptitude who can analyze the facts in the light of Islamic research principles.
- To enhance the skills of research and create better understanding of Islam and contemporary challenges faced by the Muslim Ummah.
- To provide opportunity of learning the methods of use of basic Islamic Sources for the purpose of Islamization of contemporary knowledge and laws.

3. ELIGIBILITY FOR ADMISSION

a) **M.A/BS Islamic Studies or equivalent degree**
(with minimum 2nd division in both M.A/BS Islamic Studies & BA)

OR

Shahada-tul-Aalmiya (شهادة العالمية في العلوم الاسلامية والعربية) (sixteen years education) from any institution recognized by the HEC. The Candidate must have Matric, FA from SSC and HSSC boards and BA from any University recognized by the HEC or equivalent.

Note: The candidate must provide equivalence certificate of **Shahada-tul-Aalmiya** issued by the HEC.

نوٹ: طلبہ کی تعداد زیادہ ہونے کی صورت میں صرف فرسٹ ڈویژن والوں کو تحریری امتحان کے لئے بلایا جائے گا۔

b) Preference will be given to those candidates who have:

- i) Passed all certificates/degrees with 1st division.
- ii) MA Islamic Studies with specialization in Islamic Law and Jurisprudence in 1st division or equivalent.
- iii) MA Islamic Studies with thesis topic related to Islamic Law and Jurisprudence or equivalent.
- iv) **Shahada-tul-Aalmiya** with MA Islamic Studies.
- v) Expertise in Arabic language and Hifz-e-Quran is also considered extra qualification.
- vi) Teaching experience of intermediate or above levels at recognized college/institution is also given due weightage in admission criteria.
- vii) Published research papers in approved research journals are also considered in admission criteria.

4. PROCEDURE FOR ADMISSION in MS Shari'ah

- The admission is announced in National and Regional newspapers.
- Prospectus can only be downloaded from university website.
- All applications are evaluated on the basis of approved criteria.
- A departmental test will be arranged for the eligible/short listed candidates.
- The admission will be confirmed after passing the subject test/interview & depositing of admission fee.

Note: Admission can only be applied online. For detail see page 66.

5. DEPARTMENTAL TEST/ INTERVIEW:

- Test equivalent to GRE/GAT General and Interview for admission of short listed/eligible candidates will be arranged by the Department concerned at AIOU Main Campus H-8, Islamabad.
- The list of short listed candidates along with schedule of written test/interview will be displayed at the website of AIOU (www.aiou.edu.pk) within 03 weeks after closing date of admissions.
- No call letters will be sent to the candidates for Test/Interview.

6. IMPORTANT NOTICE:

The eligible candidates are required to bring along-with them:

- i. All original educational documents/degrees
- ii. Thesis/research paper
- iii. Experience certificates
- iv. Original CNIC for verification.
- v. Candidates are advised to provide attested copy of any of the testimonial that was not attached with the application for verification/identification.
- vi. Candidates will not be allowed to sit in the written test without showing their original CNIC.
- vii. TA/DA is not admissible for test/interview.

7. SCHEME OF STUDIES:

S. No.	Name of Programme	MS Shari'ah
1.	Duration	1. Course work Two Semesters 2. Research work/Thesis Two Semesters
2	Level of Course	MS SHARI'AH (Post Graduate equal to M. Phil)
3	Credit	As per AIOU/HEC rules & Regulations
4	Medium of Instruction	(i) Urdu (ii) English (iii) Arabic
5	Research work	i) The research work must be distinct contribution to knowledge and afford evidence to originality shown either by the discovery of new facts or by the exercise of independent critical judgment.

		ii) The student will be required to observe the guidelines regarding format, writing, referencing paper and other related matters as approved hrs in AIOU rules & regulations.									
6	Workshops	i) Minimum number of compulsory face to face teaching is 48 hours for each course (03 credit hours) ii) Two weeks synopsis orientation workshop at the start of research work after the completion of course work. iii) Workshops will be conducted at AIOU main campus Islamabad. Therefore, Students all over the Pakistan would be required to attend workshops at Islamabad as organized by the Department Concerned.									
7	Exams	All examinations will be held at main campus of AIOU, Islamabad نوٹ: تمام کلاسز، مڈ ٹرم اور فائنل امتحانات کا انعقاد صرف علامہ اقبال اوپن یونیورسٹی کے مین کیمپس اسلام آباد میں ہو گا۔									
8	Components MS Shari'ah Course Work	<table border="1"> <thead> <tr> <th>S. No.</th> <th>Component</th> <th>Weightage</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Continuous Assessment & Mid Term</td> <td>50 % (20+30)</td> </tr> <tr> <td>2.</td> <td>Final examination</td> <td>50 %</td> </tr> </tbody> </table>	S. No.	Component	Weightage	1.	Continuous Assessment & Mid Term	50 % (20+30)	2.	Final examination	50 %
S. No.	Component	Weightage									
1.	Continuous Assessment & Mid Term	50 % (20+30)									
2.	Final examination	50 %									

8. DETAIL OF COURSES

Semester	Sr. #	Course Title	Code	Credit Hrs	Components of course
1 st Semester	1.	Research Methodologies in Islamic Studies	6780	03	Each course includes following components: 1. Two assignments based on distance learning 2. 48 hours of workshop 3. Mid term Examination 4. Final Examination
	2.	Islamic Jurisprudence	6781	03	
	3.	An introduction to the basic Sources of Fiqh-e-Islami and Usul ul Fiqh	6782	03	
	4.	Ethics of disagreement in Islami Fiqh	6783	03	
2 nd Semester	5.	Commercial Law of Islam and its applications	6784	03	-do-
	6.	Study to Selected Ayaat and Ahadith related to Ahkam	6785	03	
	7.	Islamic Judicial System and International Law of Islam	6786	03	
	8.	Constitutional Law	6787	03	
3 rd & 4 th Semester	9.	Thesis	6788	12	-do-

9. FEE STRUCTURE

The fee structure of MS Shari'ah is as under:

Sr. #	Nature of Fee	Amount	Description
1	Admission fee	Rs.1000/-	This fee will be paid with the fee of first semester
2	Registration fee	Rs.200/-	Once at the time of Admission
3	Tuition fee for 12 credit hours course.	Rs.12360/-	A Student can take 12 credit hrs in one semester
4	Thesis Fee 12 Credits hours	Rs.20330/-	This fee is received in one installment
5	Thesis Evaluation Fee	Rs.4720/-	This fee will be paid at the time of submission of thesis
6	Technology + Courier Fee	Rs.135/-	
Total fee for First Semester		Rs.13695/-	

10. HOW TO APPLY FOR ADMISSION

The candidates who are interested in admission should follow the following directions:

1. Admission can only be applied online
2. Please read the prospectus carefully.
3. Fill all columns of Application Form carefully and do not leave any column incomplete.
4. Fix your photo at the place specified for that purpose.

5. Attach following documents with the Application Form
 - i. Attested copy of CNIC
 - ii. Attested copy of Domicile Certificate
 - iii. Attested copy of Matric (SSC) Certificate
 - iv. Attested copy of Intermediate (F.A) Certificate
 - v. Attested copy of B.A Degree and result Cards
 - vii. Attested copy of M.A/BS Degree and result Cards
 - viii. Attested copy of Al-Shahada-tul-Aalmiya and result Cards along with equivalence certificate by HEC.
 - ix. Attested copy of any proof of Arabic/English proficiency (If any)
 - x. Copy of Hifz Certificate (If any)
 - xi. Certificate of research at M.A Level (if any)
 - xii. Copy of published research papers (if any)
 - xiii. Any other document you like to attach in support of your qualification

Note: Admission form complete in all respect must be sent on the following address:

Prof. Dr. Ghulam Yousuf
Chairman, Department of Shari'ah
Allama Iqbal Open University
Block No.05, Room No.13, Sector H-8, Islamabad.
Phone Nos. 051-9057387, 051-9057224,
051-9057280, 051-9057270

IMPORTANT NOTE:

Admission forms should not be submitted in any bank etc. Forms submitted to any address other than the mentioned above will not be entertained.

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. ***Admission to courses for both the Spring and Autumn semesters are generally offered in the months of February and August, respectively, whereas, examinations commenced in November and May respectively. The continuing students are sent computerized admission forms. However, if for any reason, the student could not get the said form, he/she may purchase admission from any Regional Office of the university or download from AIOU website and send it to the University within due date.***
- vii. Fee cannot be refunded once paid for admission nor can it be adjusted for any other programme
- viii. 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.
- ix. Study material shall be mailed to the students at their given addresses.
- x. 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.
- xi. 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.
- xii. 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.
- xiii. It is the responsibility of the student to remain in touch with the department regarding the selected

- programme.
- xiv. 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.
- xv. After completion of a programme successfully, a student has to apply to Controller of Examinations for issuance of certificate/degree.
- xvi. The university reserves the right to change the contents of this prospectus without any prior notice as per university policy.
- xvii. 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.
- xviii. 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.
- xix. 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.
- xx. Admission form received without prescribed fee less fee or fee deposited after due date will not be considered.
- xxi. 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.
- xxii. 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 along with admission forms in any branch of the following banks:
 1. MCB Bank
 2. Allied Bank Limited
 3. First Women Bank
 4. UBL
- The applicant can deposit fee through bank challan, attached with admission form, to any approved branch.
- The bank will issue a receipt of depositing admission form and fee.

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.	Additional Registrar (Mailing)	051-9250185
3.	Controller of Examinations	051-9250012
4.	Director Students Affairs	051-9250174
5.	Assistant Registrar (Postgraduate)	051-9057422

ADDRESS OF PART-TIME REGIONAL COORDINATORS

PUNJAB

1.	Mr. Mukhtar Ahmad Awan, Regional Coordinator, Allama Iqbal Open University, SS, Govt. Boys Higher Secondary School, Hassanabdal. 0312-5609715	2.	Mr. Muhammad Miskeen, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. Boys High School No.2, Fateh Jang. 0300-5273227	3.	Mr. Safdar Khan, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. Boys Degree College Hazro. 0300-5609260
4.	Hafiz Abdul Ghaffar, Regional Coordinator, Allama Iqbal Open University, Asstt. Prof. Govt. Boys Degree College, PindiGheb. 0333-9535710	5.	Mr. Muhammad Saeed, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Boys Higher Secondary School Danda Shah Belawal, Lawa. 0333-5928107	6.	Raja Muhammad Akhtar Khan, Regional Coordinator, Allama Iqbal Open University, Principal, Allama Iqbal Junior Public School, Choa Saidan Shah. 0346-5783355
7.	Mr. Muhammad Javid Regional Coordinator, Allama Iqbal Open University, SSS, Govt. Higher Secondary School, KallarKahar. 0333-5904962	8.	Mr. Muhammad Arif Khan, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. Boys High School, No.2, Talagang. 0331-4855113	9.	Mr. Ghulam Murtaza Satti, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Higher Secondary School Malot Sattian, Tehsil Kotli Sattian, 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 JalalpuPirwala. 0301-5227173	17.	Mr. Sikandar Hayat, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. Muslim Union High School MianChannu. 0301-3017686	18.	Mr. Sabeer Ahmad Abbasi, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. College, JhikaGali Murree. 0300-5585228
19.	Ch. Basharat Ali, Regional Coordinator, Allama Iqbal Open University, SS, Govt. Christian Higher Secondary School Rawalpindi City. 0333-5191799	20.	Dr. Muhammad Anwar, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. Boys School, Bhabra, WahCantt. 0300-5363883	21.	Mr. Saqib Imam Rizvi Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. Elementary School Bhai Khan, Gujar Khan. 0300-5199749
22.	Mr. Muhammad Raza Vaince, Regional Coordinator, Allama Iqbal Open University, Senior Headmaster, Govt. High School Phalina, Tehsil KallarSyedan, Distt. Rawalpindi.	23.	Syed Zamir Hussain Shah, Regional Coordinator, Allama Iqbal Open University, SSS, Govt. Higher Secondary School, Nara, Kahuta. 0301-5151911	24.	Rana Abid Ali Khan, Regional Coordinator, Allama Iqbal Open University, Dy. Headmaster, Govt. MC Model High School Chichawatni. 0301-6925775
25.	Mr. Muhammad, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. College Depalpur. 0301-6390414	26.	Hafiz Muhammad Shafiq, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. High School Pakpattan Sharif. 0322-7858622	27.	Mr. Muhammad Iqbal, Regional Coordinator, Allama Iqbal Open University, SS. (Retd.), 157/C, Housing Scheme, RenalaKhurd. 0308-7523947, 0345-7523947
28.	Mrs. RuqiaKousar, Mr. Muhammad Javed Bashir, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. College for Women Tandlianwala. District Faisalabad. 0335-7769371	29.	Mr. Abdul GhafoorZahid, Regional Coordinator, Allama Iqbal Open University, Senior Headmaster (Retired), House No.111, Madina Colony, Pir Shah, Kamalia. 0321-6550499	30.	Mr. Abdul Razzaq, Regional Coordinator, Allama Iqbal Open University, Dy. Headmaster, Govt. High School No. 1, Pir Mahal. 0312-6560889, 0331-8675175

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

SINDH

1.	Mr. Ghulam Qadir Jamali, Regional Coordinator, Allama Iqbal Open University, HST, Govt. Boys High School, KhairPur Nathan Shah. 0300-3256369	2.	Mr. Dildar Hussain Rahu, Regional Coordinator, Allama Iqbal Open University, Headmaster (R) Principal, Allied Public School Sakrand, District Nawabshah.0306-8292318	3.	Mr. Pir Muhammad Rind, Regional Coordinator, Allama Iqbal Open University, HST, Govt. Boys High School, Sehwan Sharif District Jamshoro. 0300-5457029
----	--	----	---	----	---

4.	Mr. Riaz Roshan Paul, Regional Coordinator, Allama Iqbal Open University, HST, Govt. HM Khoja High School No. 1, Nawabshah City. 0300-3227785	5.	Mr. Anwar-ud-Din Pirzada, Regional Coordinator, Allama Iqbal Open University, HST, Govt. Boys High School, Kandiario, District Nausheroferoz 0301-2127574		
----	---	----	---	--	--

KHYBER PAKHTOON KHWA

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

13.	Mr. AurangBadshah, Regional Coordinator, Allama Iqbal Open University, SS, Village & P.O Piran, BatkheleMalakand. 0341-0503658, 0345-9354518	14.	Mr. Muhammad Ayaz Khan, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. Degree College, Puran, District Shangla. 0345-8530350	15.	Mr. Muhammad Arif, Regional Coordinator, Allama Iqbal Open University, SET, Govt. Middle High School, Daggay, Tehsil Kabal Swat. 0345-9528291
16.	Mr. Muhammad Qasim Khan, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. High School No.03, Bannu. 0333-9732541	17.	Mr. Ghulam Wahid, Regional Coordinator, Allama Iqbal Open University, Headmaster, GHS, Bibyawar, Dir Upper. 0302-8335588	18.	Mr. Faiz Ali Khan, Regional Coordinator, Allama Iqbal Open University, SS, Govt. High School Sigband, Tehsil Matta, District Swat. 0346-9416144
19.	Mr. Zia ulHaq, Regional Coordinator, Allama Iqbal Open University, Asstt. Prof. GPGC Khar, Bajour Agency. 0307-8566671, 0345-9155616	20.	Mr. Asal Jan, Regional Coordinator, Allama Iqbal Open University, SS, Govt. Higher Secondary School Mama Khel, Banochi, Bannu. 0332-8542734, 0346-8299980	21.	Mr. Abdul Qudoos, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. Degree College Wana, South Wasiristan. 0333-9313095
22.	Mr. Iqbal Badshah, Regional Coordinator, Allama Iqbal Open University, SS, Govt. Higher Secondary School No.03, LakkiMarwat. 0346-9501419	23.	Mr. Muhammad Salim Khan, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. High School No.01, Tank. 0336-9445974	24.	Mr. Khurshid Khan, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. High School, Takht Bhai, District Mardan. 0300-9300588, 0315-9300077
25.	Mr. Iftikhar Ali, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. High School, Ghala, Tehsil Katlang, District Mardan. 0346-9354577	26.	Mr. Anwar Zaib, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. High School, Dhadher, Tehsil&DistrictSwabi. 0314-9870444	27.	Mr. Ghaza Bacha, Regional Coordinator, Allama Iqbal Open University, SS, Govt. Higher Secondary, School Kunda, Tehsil Lahor, District Swabi. 0336-5686975
28.	Mr. Muhammad Taufeeque Khan, Regional Coordinator, Allama Iqbal Open University, Principal (Rtd.), MehtabKhurshid School & College Kotha, Swabi. 0346-5586218	29.	Mr. Muhammad Ayaz, Regional Coordinator, Allama Iqbal Open University, SST, Govt. High School, Asota Sharif, Tehsil Razar, District Swabi. 0313-6692788		

BALOCHISTAN

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

GILGIT BALTISTAN

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

AZAD KASHMIR

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

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

