

AIOU

Admission Spring 2022

PROSPECTUS

MSc Programmes

- Economics
- Pakistan Studies
- Public Nutrition
- Sociology
- Sustainable Environmental Design
- Mass Communication
- Gender & Women Studies
- Administration Sciences
- Forestry Extension



Allama Iqbal Open University, Islamabad

www.aiou.edu.pk

Help Line: (051) 111-112-468

PROSPECTUS OF MSc PROGRAMMES

1. MSc Pakistan Studies
2. MSc Economics
3. MSc Sociology
4. MSc Mass Communication
5. MSc Administrative Sciences
6. MSc Gender and Women Studies
7. MSc Forestry Extension
8. MSc Sustainable Environmental Design
9. MSc Public Nutrition

SEMESTER: SPRING, 2022



Allama Iqbal Open University, Islamabad

Price Rs.500/-

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IMPORTANT ACTIVITIES TO BE REMEMBERED

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

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

MINIMUM AND MAXIMUM DURATION/SEMESTERS FOR EACH PROGRAMME

Sr. No.	Degree Level	Minimum Duration	Maximum Duration
1	Matric /FA	2 years / 4 semesters	5 years
2	Certificate (6 Months)	6 Months / 1 Semester	1 Year
3	All Postgraduate Diplomas (1 Year)	1 Year / 2 Semesters	3 Years
4	Associate Degree (2-years)	2 years / 4 Semesters	4 Years
5	BEd (1.5 Years)	1.5 Years / 3 Semesters	3 Years
	BEd (2.5 Years)	2.5 Years / 5 Semesters	5 Years
6	BS/BBA/BEd (4-years)	4 Years / 8 Semesters	8 Years
7	MEd (1 Year)	1 Year / 2 Semesters	3 Years
8	All Master Degree Programs (2 Years)	2 Years / 4 Semesters	4 Years

Note: Maximum time duration includes semester freeze period.

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

All fresh and continue students can submit their admission using online system.

Follow these instructions to apply:

APPLY ONLINE (FRESH STUDENTS)

1. Visit website: <https://online.aiou.edu.pk>
2. Press link “**OAS For Fresh Applicants**”
3. After filling the admission form, print out your “Challan Form”.
4. Using printed challan form and submit your fee in any branch of FWBL, ABL, MCB or UBL.
5. **You can also deposit fee through Upaisa, Jazzcash & Easypaisa.**

APPLY ONLINE (CONTINUE STUDENTS):

1. Visit website: <https://online.aiou.edu.pk>
2. Press link “**CMS for Continuing Students**”;
3. Enter your “User ID & Password
4. Select courses and print challan form.
5. Using printed challan form submit your fee in any branch of FWBL, UBL, MCB or ABL. Keep save copy of your challan form after submission of fee. **You need not to send challan to the University** but University can ask for copy of challan form any time if required.
6. You can also deposit fee through Upaisa, Jazzcash & Easypaisa.

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Vice-Chancellor's Message

Dear Student,

السلام عليكم

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



Committed for your bright future.

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

ALLAMA IQBAL OPEN UNIVERSITY

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

At present, the AIOU is offering programmes from matric to PhD level in diverse disciplines comprised of four faculties.

The university has established study centres across the country where distance education students are provided necessary guidance by their respective tutors. The

university has established full-time study centres and is offering four years' under-graduate degrees.

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

FACULTY OF SOCIAL SCIENCES AND HUMANITIES

First established in 1981 with five departments, the Faculty of Social Sciences and Humanities has, over the years, flourished to become, by far, the largest Faculty of the University. It, today, consists of 14 departments offering masters programmes in major areas of Social Sciences and Humanities like, Business Administration, Economics, Mass Communication, Sociology,

Urdu, Library & Information Sciences, History, Pakistan Studies and Teaching of English as a foreign Language (TEFL). Additionally, efforts are afoot to plan and launch post-graduate programmes in Pakistani Languages and Law. The Commonwealth-collaborated master's programmes in the areas of Business and Public Administration, which are specially tailored for the modern day busy executives, were launched in Spring 2002 semester.

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

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

The Faculty has expanded vitally and its programmes have gained a high popularity as is clear from rapidly rising trend of enrolment during the past decade. During the period under report, the Faculty accorded high priority towards quality

improvements and to modify its programmes in accordance with the current challenges of 21st century.

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

DEPARTMENT OF PAKISTAN STUDIES

Introduction

The Department of Pakistan Studies was separated from its parent department, the "Department of Social Sciences and Humanities" and established as an independent department in the Faculty of Social Sciences and Humanities. Since its inception, the department has developed and offered several courses of Pakistan Studies ranging from Matriculation (Secondary School Certificate) to MPhil levels. MSc Pakistan Studies was offered first time in 1985. Since then, it has produced a large number of graduates who are serving the nation in various capacities and bringing honour and pride to the Allama Iqbal Open University (AIOU).

Aims and Objectives

The Department was established to provide education on Pakistani Society, Culture, Political, Economic Institutions, History and Geography in an integrated and interdisciplinary way.

MSc Pakistan Studies

Programme Code

1	2	0	1
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For the pragmatic understanding of the people of any country it is inevitable to study the Geography, History, Politics, Economics, Culture and Foreign Affairs of that particular country, because these elements contribute in shaping the aspiration and hopes of the people. MSc Pakistan Studies programme is designed to produce social scientists, who can study Pakistani Society, Culture, Economical and Political Institutions in an interdisciplinary way. The programme duration is **Two Years (Four Semesters)**.

Objectives of the Programme

The programme aims at producing such minds that can understand the complexities and problems associated with the modern nation-state through interdisciplinary approach.

Eligibility for Admission

Minimum required qualification for admission in MSc Pakistan Studies is second division (45 % marks) Bachelor's degree or equivalent. An eligible candidate is required to attach attested photocopies of certificates/degrees and marks sheet with Admission Form (duly filled in) alongwith the requisite fee and submit it in any bank branch of ABL, FWBL or MCB as per prescribed procedure.

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

Medium of Instruction

The medium of instruction and examination is preferably in English.

Scheme of Studies

1st Semester

Sr. No.	Course Code	Name of Course	Credit Hours
1	4655	Geography of Pakistan-I	03
2	4656	Geography of Pakistan-II	03
3	4657	Pakistani Languages and Literature-I	03
4	4658	Pakistani Languages and Literature-II	03
5	538	Genesis of Pakistan Movement	03

2nd Semester

Sr. No.	Course Code	Name of Course	Credit Hours
1	4659	Economic Development in Pakistan-I	03
2	4660	Economic Development in Pakistan-II	03
3	4661	Foreign Policy of Pakistan-I	03
4	4662	Foreign Policy of Pakistan-II	03
5	537	Ideological Foundations of Pakistan	03

3rd Semester

Sr. No.	Course Code	Name of Course	Credit Hours
1	4663	Pakistani Society & Culture-I	03
2	4664	Pakistani Society & Culture-II	03
3	4665	Research Methods-I	03
4	4666	Research Methods-II	03
5	541	Social Change	03

4th Semester

Sr. No.	Course Code	Name of Course	Credit Hours
1	4667	Political & Constitutional Development in Pakistan-I	03
2	4668	Political & Constitutional Development in Pakistan-II	03
3	4669	Social Theory-I	03
4	4670	Social Theory-II	03
5	545	Political Parties & Pressure Groups in Pakistan	03

Instructional Methodology

For the award of degree of Master's in Pakistan Studies, a student has to complete the following requirements:

1. 60 credit hours courses within a minimum period of 4 semesters (2 years).
2. A student can opt for maximum 15 credit hours and minimum of 6 credit hours in a semester.
3. To facilitate the students, online workshop will be conducted for each course.
4. The course workshop would preferably be arranged for the students in their respective regions subject to the availability of qualified resource persons and the adequate number of students.

Assessment System

Under Continuous Assessment (Assignments) system, the students have to submit two assignments for each 3-Credit Hour Course to his/ her tutor on LMS only within the stipulated period mentioned in the assignment schedule. Passing marks of the assignments are 40 percent.

At the end of each semester, final examination will be conducted by the university for each course. Students need 40 percent marks to pass the final examination. However, it is necessary for the students to obtain an aggregate of 40 percent (assignment + final examination) in each course. The ratio of weightage of marks in assignments and final examination is 30:70 respectively. The summary of assessment system is given below:

Assessment Component	Total Marks	Passing Marks	Weightage
Assignment – 1	100	40	30%
Assignment – 2	100	40	
Final examination	100	40	70%
Aggregate Marks			100
Aggregate Passing Marks			40
<i>Course Workshop Attendance is Compulsory in each Course</i>			

Total Fee for 1st Semester:

Registration Fee: (Once at the time of 1 st Admission in University)	Rs. 500/-
Admission Fee: (Once at the time of Admission in Programme)	Rs. 1000/-
Technology Fee:	Rs. 500/-
Per 3 Credit Hours course fee: Rs.2250 × 5 =	Rs. 11250/-
Total fee for 1st Semester	Rs.13250/-

FACULTY MEMBERS:

For academic assistance, please contact the following faculty members of the Department of Pakistan Studies, Allama Iqbal Open University, Block-9, Sector H-8, Islamabad.

Name & Designation	Contact No
Dr. Badshah Sardar Professor	051- 9057226
Prof. Dr. Samina Yasmeen Associate Professor/Chairperson <i>Faculty of Social Sciences & Humanities</i>	051-9250074 051-9057826
Malik Akhtar Hussain Assistant Professor	051-9057751
Dr. Khalid Mahmood Lecturer	051-9057831

DEPARTMENT OF ECONOMICS

Introduction

The Department of Economics was established in 1987 with a few introductory courses like microeconomics and macroeconomics at Intermediate and Bachelor level. Over the years, the department has achieved a country wide reputation for introducing programmes for higher studies and research in economics. At present, the department offers MSc and MPhil programmes in economics. In next semester department is going to offer BS Economics (4 years).

MSc Economics

Programme Code:

1	6	0	1
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Aims and Objectives

The MSc programme in Economics is designed for those who are unable to continue their studies in formal education system. The main objective of the programme is to expose the students to the various aspects of economic theories and their application to the actual economic world. The programme further stands to improve the quality and ability by creating self-confidence among the students to analyze and seek scientific solution to economic problems. Further, this programme intends to create an analytical capacity among the students required to understand the working of economic systems. It is hoped that the programme will help in producing such team of economists who would meet the growing need of the country. The programme will also intend to equip the students with the economic tools, enabling them to provide some policy measures for the improvement of prevailing

economic conditions in the developing countries in general and Pakistan in particular.

Eligibility for Admission

Applicants having second class (minimum 45% marks) Bachelor degree with Economics (Micro & Macro based) is eligible for admission.

Degree Requirement

For the award of degree of MSc in Economics, a student has to complete the following requirements:

- Sixty (60) credit hours of course / research work within a minimum period of 4 semesters (two years)

Medium of Instruction

The medium of instruction and examination is English only.

Mode of Study

The MSc Economics Program is offered in ODL mode as per AIOU policy.

1st Semester:

Sr. No.	Code	Course Title	Credit Hours
1.	801	Introduction to Microeconomics	03
2.	802	Introduction to Macroeconomics	03
3.	803	Mathematics for Economists	03
4.	804	Statistics for Economists	03
5.	808	Public Finance and Fiscal Policy	03

2nd Semester:

1.	805	Advanced Microeconomics	03
2.	806	Advanced Macroeconomics	03
3.	807	Basic Econometrics	03
4.	4671	Development Economics-I	03
5.	4672	Development Economics-II	03

3rd Semester:

1.	810	Economic Planning: Techniques and Applications	03
2.	811	Monetary Theory and Policy	03
3.	4673	International Economics-I	03
4.	4674	International Economics-II	03
5.	4675	Islamic Economics-I	03
6.	4676	Islamic Economics-II	03

4th Semester:

1.	6565	Economics & Financing of Education-I	03
2.	6566	Economics & Financing of Education-II	03
3.	6569	Educational Research and Statistics-I	03
4.	6570	Educational Research and Statistics-II	03

OR

Thesis	814	12
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Thesis in MSc Economics Programme is allowed to opt for those students who have secured at least 60 percent marks in the first semester. A Synopsis Orientation Workshop for

research work of one week will be arranged by the department as per AIOU policy. Participation of the students in the workshop will be compulsory. The aim of the workshop is to guide the students that how they can conduct their research. Students will be informed about the venue and dates of workshops accordingly.

Instructional Methodology

The following methodology will be adopted for running the MSc Programme in Economics:

Study Material

The university provides basic study materials in the form of study guides, assignments and tutorial schedule on LMS portal in soft form. The university will not send any hardcopy material to students.

Workshop

There is a mandatory (for each 3 credit hours course) online workshop as per AIOU policy during the semester. Intensive lectures are delivered by the experts. It also provides an opportunity for the students to share their understanding of course contents with fellow students.

Assignments and Examinations

Assignments are those written exercises which students are required to complete while being at their homes and places of work after having studied their required material prescribed in the study guide. These are designed in a way that students are able to relate their reading with their own judgments.

At completion, students will send their assignments to their tutors on LMS portal only within the scheduled period who will return the same after marking and providing necessary academic

guidance. Students are supposed to submit two assignments for each course having three credit hours. At the end of each semester, final examination will be conducted by the university for each course.

Tutorial Support

- i. The students will be informed about the name of tutor in the beginning of the semester by their respective Regional Campus/ DRS Office, through website: www.aiou.edu.pk
- ii. The students will upload their assignments to their tutor through LMS portal within the scheduled time as notified or inform.
- iii. Please contact your related Regional Campus/DRS Office. For complaints about tutorials meetings, tutors and assignments.

Assessment System

Under Continuous Assessment (Assignments) system, the students have to upload Two Assignments for each 3-Credit Hours Course to his/ her tutor in the stipulated period mentioned in the assignment schedule. Passing marks of the assignments are 40 percent.

At the end of each semester, final examination will be conducted by the University for each Course. Students need 40 percent marks to pass the final examination; however, it is necessary for the students to obtain an aggregate of 40 percent (assignments + final examination) in each course. The weightage of marks in assignments and final examination is 30:70 respectively.

The summary of assessment system is given below:

Assessment Component	Total Marks	Passing Marks	Weightage
Assignment – 1	100	40	30%
Assignment – 2	100	40	
Final examination	100	40	70%
Aggregate Marks			100
Aggregate Passing Marks			40
Workshop Attendance is Compulsory in each Course			

Total Fee for 1st Semester:

Registration Fee: (once at 1 st admission in AIOU)	Rs. 500/-
Admission Fee: (once at 1 st admission in programme)	Rs. 1000/-
Technology Fee:	Rs. 500/-
Per 3 Credit Hours course: 2250/- Rs. 2250×5=	Rs. 11,250/-
Total fee for 1st Semester	Rs.13,250/-

Submission of Admission Forms:

Admission in MSc Programme in Economics is open to all having second division Bachelor degree with Economics. An eligible candidate is required to submit the Admission Form (duly filled in) in the any bank branch of MCB, FWBL & ABL with Fee for the first semester along with attested photocopies of documents, certificates/ degrees and marks sheets, etc. as per prescribed procedure of depositing the fee. Incomplete admission forms will not be entertained and sole responsibility rests with the

students. For further information, please contact the following faculty members.

Note: Admission can also be applied online. For detail see page (vi)

FACULTY MEMBERS:

1. *Dean Faculty of Social Sciences & Humanities*
Ph: 051- 9250076, 051-9057772
2. **Dr. Fouzia Jamshaid**
Incharge/ Assistant Professor
Phone: 051-9057228
E-Mail: fouzia.jamshaid@aiou.edu.pk
3. **Dr. Muhammad Ilyas**
Assistant Professor
Phone: 051-9057199
E-Mail: muhammad.ilyas@aiou.edu.pk
4. **Dr. Atta Ullah Khan**
Assistant Professor
Phone: 051-9057470
E-Mail: Attaullah.khan@aiou.edu.pk
5. **Mr. Rizwan Ahmed Satti**
Lecturer
Phone: 051-9057200
E-Mail: rizwan.ahmed@aiou.edu.pk
6. **Staff:**
Phone: 051-9057838, 051-9250075

DEPARTMENT OF SOCIOLOGY

Introduction

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

Aims and Objectives

The major objectives are:

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

MSc SOCIOLOGY PROGRAMME:

Keeping in view the rising demand for Sociology, both by public and private sectors, the department started MSc Sociology programme in 2001. The programme combines an emphasis on competence in social theory and research methods. Students are trained in several sub fields of

sociology in which the faculty has concentrations of expertise. Among these are population dynamics, social Statistics, Gender Issues, Development issue, Deviance etc. It is this broad perspective that has made sociology a unique and one of the most comprehensive academic disciplines.

Objectives

The major objectives of the programme are:

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

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

Duration: Two years or a minimum of four semesters.

Eligibility to Apply

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

Scheme of Studies:**1st Semester**

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

2nd Semester

S.#	Code	Course Title	Cr. Hrs
1	4686	Introduction to Sociology: Social Change and Social Institutions	3
2	4687	Sociological Theory-II	3
3	4688	Methods of Social Research "Tools of Data Collection"	3
4	4689	Social Statistics	3
5	4690	Sociology of Gender Issues: Gender Dynamics	3

3rd Semester

1	4691	Sociology of Deviance: Theoretical Explanation	3
2	4692	Deviance, Social Control and Issue of Delinquency	3
3	4693	Sociology of Development: Meanings and Explanation	3
4	4694	Issues in Development	3
5	4695	Sociology of Child Rights & Child Development	3
6	4698	Population Dynamics	3

4th Semester

1	4696	Introduction to Social Works: Methods in Social Work	3
2	4697	Fields of Social Work	3
3	5639	Social Psychology-I	3
4	5640	Social Psychology-II	3
OR			
5	5561	Thesis <ul style="list-style-type: none"> • Synopsis • Thesis report Viva-Voce	12

Thesis

The students are given choice to opt either for course work or research work/Thesis in their last semester. They will be required to submit the research proposal for their thesis if opted. Thesis will preferably deal with Pakistani

context. There will be an intensive workshop in the start of the semester for thesis. Research will be conducted under the supervision of research supervisor/advisor. After submission of thesis by the student and its evaluation by the external experts, the students will appear before a viva voce committee to defend their thesis. University regulations pertaining to thesis are available with the department. Students can get a copy of the same on request/payment.

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

Medium of Instruction:

Medium of instruction is English

Instructional Methodology Assessment

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

Assignments

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

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

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

Workshops:

Workshops for the MSc Courses will be held online on Agahi LMS Portal .

Final Examination

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

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

The requirements to qualify each component are given below:

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

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

The grade will be determined as follow:

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

Fee Tariff (for MSc Sociology)

Registration Fee: (at 1 st admission in University)	Rs.500/-
Admission Fee: (at 1 st admission in Programme)	Rs.1000/-
Technology Fee:	Rs.500/-
Per 3 credit hours course fee Rs.2250/- (2250×5)=	Rs.11250/-
Total fee for 1st Semester	Rs.13250/-
Thesis Fee: Rs.8510/- (12 Credit Hours)	
Viva Voce Fee: Rs.1650/-	

Admission Procedure

Candidates are required to send complete admission forms along with attested copies of all education's certificates, marks sheet along with prescribed fee through designated bank to the university before closing date.

Candidates are required to send complete admission forms along with attested copies of all educational certificates, marks sheets along with prescribed fee

through designated bank to the university before the closing date.

FACULTY MEMBERS

- 1. Mrs. Farhana Khattak**
Incharge/Assistant Professor
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- 2. Dr. Syed Imran Haider**
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- 3. Ms. Nasim Khan Mahsud**
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- 4. Dr. Asma Khalid**
Assistant Professor
Ph: 051-9057807
- 5. Ms. Aleena Saif**
Lecturer
Ph: 051-9057449

DEPARTMENT OF MASS COMMUNICATION

Introduction

The Department of Mass Communication was established in 1986 for the educational needs of students at various levels ranging from bachelor programme to research-based, social science-focused, advanced-level PhD in Mass Communication studies.

The Department offered its specialized BA cluster programme in Mass Communication in 1988 for the first time in the country at graduate level. Students across the country are taking great interest in the programme. Admissions to Masters Programme were announced in 1997. This programme is primarily focused on social science prong, involving courses on Advertising, Public Relations, Print Media-I, Print Media-II, Electronic Media-I, Electronic Media-II, Language Skills and Communicative Abilities, Development Support Communication, Mass Communication-I, Mass Communication- II, Media Ethics and Laws-I, Media Ethics and Laws-II, Theories of Mass Communication Part-1, Theories of Mass Communication Part-II, Research Methods in Mass Communication Part-I, Research Methods in Mass Communication Part-II, National & International Current Affairs Part-I, National & International Current Affairs Part-II, Basic Concept in Social Sciences Part-I, Basic Concept in Social Sciences Part-II and research projects of students. Each year thousands of applicants apply for admissions in MSc Mass

Communication. However, admission is granted on purely merit basis on a limited number of seats.

Keeping in view the fast growing trend of students studying Mass Communication phenomenon, the Department launched advanced studies of MPhil in Mass Communication in its Autumn Semester 2000. MPhil in Mass Communication involves 24 credit hours of course work and 12 credit hours of thesis. The course work spans evolution and advances in mass communication theory and research, sociology of mass media, and methods of behavioural research in social sciences.

The Department has also offered PhD Programme in Mass Communication. The main objective of the programme is to enable students to understand and explain the dynamics of the social phenomenon of mass communication in Pakistani society, and especially to enable them to independently investigate the contents, uses and effects and sociology of mass media in the society.

The Department has also offered MSc in Television Production, which is a face to face mode and only being offered in Islamabad.

In addition to the above degree programmes, the department also offers three certificate level courses in Journalism, Advertising and Public Relations in the University's Short Term Educational Programmes (STEPS).

MSc MASS COsMMUNICATION

The MSc Programme consists of 60 credit hour courses to be completed in a minimum period of two years. The programme provides a broad overview of mass communication theories and methods. Since the programme is being offered through distance education mode, the main emphasis is on text material. However, students are also required to attend fortnightly tutorials, participate in workshops which are mandatory for each course, and to do internship in an accredited media organization. Besides, research activity is also open for outstanding students to be carried out at the end of the course work on mass communication related issues.

Objectives

The MSc Mass Communication programme has been designed to achieve the following objectives:

- To cater the educational needs of those who due to one or another reason could not continue their education in the formal universities but are highly motivated to enhance their academic qualification for elevation to their jobs
- To prepare and guide interested students for pursuing higher studies and research in mass communication.

Duration

Duration of MSc Degree in Mass Communication is two years, comprising four semesters. A student shall have to

successfully complete 60 credit hour courses and research work.

Eligibility for Admission

The minimum requirement for admission to MSc Mass Communication is at least second division bachelor's degree.

Only selected candidates will be informed by the Admission Department to deposit the fee. The continuing students will have to apply for admission in the ongoing semester on the computerized admission form to be provided by the university without waiting for their examination or result. If a student does not receive the computerized form, he/she is advised to use new general admission form or download the same from AIOU's website (aiou.edu.pk) and submit it within due date on the address given in the form.

The Department grants admission to a limited number of students purely on merit basis, however some seats are reserved for media professionals associated with leading national media organizations.

1st Semester

S. No.	Course Code	Course Title	Credit Hours
1	967	Advertising	3
2	968	Public Relations	3
3	5625	Print Media Part-I	3
4	5626	Print Media Part-II	3
5	5627	Electronic Media-I	3
6	5628	Electronic Media-II	3

2nd Semester

1	964	Language Skills & Communicative Abilities	3
2	965	Development Support Communication	3
3	5631	Mass Communication Part-I	3
4	5632	Mass Communication Part-II	3
5	6603	Media Ethics & Laws-I	3
6	6604	Media Ethics & Laws-II	3

3rd Semester

1	5629	Research Methods in Mass Communication- I	3
2	5630	Research Methods in Mass Communication- II	3
3	5635	Theories of Mass Communication -I	3
4	5636	Theories of Mass Communication -II	3

4th Semester

4th Semester (Option – 1)			
1	5633	National & International Current Affairs-I	3
2	5634	National & International Current Affairs-II	3
3	5637	Basic Concepts in Social Sciences-I	3
4	5638	Basic Concepts in Social Sciences-II	3

4th Semester (Option – 2)			
1	5639	Social Psychology Part-I	
2	5640	Social Psychology Part-II	
4th semester (Option – 3)			
1	970	Thesis	12

Note:

Students studying in fourth semester can opt only one option either option: 1 or option: 2

Thesis

The students will be required to perform research work of twelve credit hours under supervision of an advisor. There will be an intensive workshop for discussion of research proposal of the students in the beginning of 4th semester. After evaluation of the thesis by the external expert, the students will appear before a viva voce committee to defend his/her thesis.

Postgraduate Diploma (PGD)

If a student wants to discontinue his/her masters programme somewhere along the line, he/she may become eligible for the award of a Post Graduate Diploma in Mass Communication on successfully completing the following courses out of the above given master's scheme 5625, 5626, 5627, 5628 ,967, 968, 5631, 5632, 964, 965, and a two months internship. The diploma so achieved will have to be surrendered to the university, if the student wants to complete his/her master's programme.

Internship

A two months internship in a professionally relevant and accredited media organization; e.g. mass media organizations, advertising agencies, PR firms, news agencies etc. is a prerequisite for the award of degree. The student will be responsible for finding an internship for himself/herself and immediately reporting it to the department about the commencement and expiry dates of the internship period. He will be required to submit an internship report detailing with proof, the work done during the two months internship period and duly signed by the competent authority of organization where the student is employed or working as an internee. The student's work as an internee shall be judged by the department on the basis of report of the organization.

The full time working journalists employed in some accredited media organization seeking exemption from

internship and internship report shall have to conclusively satisfy the department of his/her job status etc. Upon satisfaction, department can allow exemption to the currently employed journalists and professionals.

Fee Tariff: (for MSc / PGD Mass Communication)

Registration Fee: (at 1 st admission in University)	Rs.500/-
Admission Fee: (at 1 st admission in Programme)	Rs.1000/-
Technology Fee + Courier Charges: (in each semester)	Rs.500/-
Per 3 credit hours course fee Rs.2250/- (2250×6)=13500	Rs.13500/-
Total fee for 1st Semester	Rs.15500/-
Thesis Fee: Rs.9000/- (12 Credit Hours)	

Fee Depositing Procedure

Only on receipt of admission offer, the candidate would pay dues in accordance with the fee tariff as directed by admission office.

Note:

- No fee is required at the time of submission of the admission form.
- **Course 'Language skills and communicative abilities' Code No. 964 can only be attempted in English language**

Admission Procedure

How to Apply for Online Admission

Applicants are required to create account online for admission and apply online through university portal.

www.aiou.edu.pk

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

Department of Mass Communication
AIOU, Sector H-8, Islamabad
Email: masscom@aiou.edu.pk

1. Incomplete admission forms will not be accepted.
2. A candidate passing Bachelor's from AIOU is required to submit a copy of the transcript and not semester result cards.

Faculty Members

S.No.	Name & Designation	Contact No.
1	Prof. Dr. Saqib Riaz Chairman/ Professor	051-9057828
2	Dr. Bakht Rawan Associate Professor	051-9057263
3	Dr. Saadia Anwar Pasha Assistant Professor	051-9057283
4	Dr. Shahid Hussain Assistant Professor	051-9057245
5	Dr. Babar Hussain Shah Assistant Professor	051-9057687
6	Dr. Asad Munir Lecturer	051-9057172
7	Staff/Officer	051-9057823-24 051-9250076

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 is offering programs from BBA to PhD levels with various specializations. These programs contribute significantly to the national goals by developing the professionals equipped with modern business techniques. The graduates from the department are well recognized in the human resource market and enjoy a respectable status in public and private sector organizations, operating in Pakistan and abroad. The department is also publishing a HEC recognized research journal namely "Journal of Contemporary Management Sciences". The Department has well qualified faculty members including MPhil/ MS and PhD both from national and foreign universities.

The department is offering various programmes for students to achieve objectives such as:

- i. To prepare graduates for public and private sector organizations and to equip them to cater the needs of complex and changing business environment.
- ii. To encourage continuous learning and habitual receptiveness, explore the new ways of identifying and dealing with opportunities and problems, to face future business challenges.
- iii. To provide the business students bottom to top management orientation skills, enhance their business skills, enable them to integrate theory business into practice in their daily lives.

MSc ADMINISTRATIVE SCIENCES

Programme Code:

4	8	0	1
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Introduction

MSc Administrative Sciences is a two years' (level-6) equivalent to 16 years of education program comprising of 60 credit hours to meet the career development needs of learners working in administrative and professional positions in the government and private sectors and not-for-profit organizations. Its primary purpose is to enhance the administrative and leadership skills of graduates.

Learning Outcomes

- a) The development of administrative skills and a mature sense of leadership.

- b) A high level of personal and professional ethics.
- c) An understanding and mature appreciation of major elements of the social and political environment.

Entry Requirements

The admission entry requirement for MSc Administrative Sciences Program is at least 2nd Division (45% marks) in bachelor 14 years of education or equivalent degree from any HEC recognized university/institution. The eligible candidates would deposit requisite fee in designated branches of banks provided their prescribed admission applications are complete in all respects as per AIOU requirements.

Admission Procedure

- i. Admission in MSc Administrative Sciences Program are invited through the daily newspapers/ AIOU website as per AIOU policy.

For any further clarification about academic matters, you may contact:

**Department of Business Administration
Allama Iqbal Open University
Sector H-8, Islamabad.
Office Phone: 051-9057406
Email: majidbagram@aiou.edu.pk**

Program Duration

MSc Administrative Sciences Program consists of 60 credit hours. The students are required to qualify 54 credit hours' coursework and 6 credit hours' term paper and the minimum period required for its completion is two years, maximum up to 4 years.

Medium of Instruction and Examination

The medium of instruction and examination is English language.

Teaching Mode and Assignments

As per AIOU's Policy notified from time to time.

Workshop & Presentation

Before final examination, workshops for the courses of MSc Administrative Sciences Program would be held at major regional campuses of AIOU. The duration of workshop for each course would be three days. Attendance and presentation of students in this assessment component is compulsory. The presentation of study report and participation in workshop activities would be duly evaluated and graded. If a student fails to obtain 50% marks in workshop, he/she will be declared fail and will get fresh admission in that course(s). In case of low enrolment in a particular region, the students would be required to participate and attend workshops in other region as directed by the university. Travelling, boarding and lodging charges are the responsibilities of the students.

Workshops activities may include the following:

1. Lectures of Resource Persons
2. Simulation and role-playing activities
3. Presentation of the students

Evaluation Scheme

Assessment Component	Marks	Weightage in the Aggregate Result
Assignment No. 1	100	10%
Assignment No. 2	100	10%
Workshop Presentation	100	10%
Final Examination	100	70%

Scheme of Studies

Semester-I

S #	Code	Course Title	Credit Hours
1.	5001	Economic Analysis	03
2.	5002	Business Communications	03
3.	5003	Management Theory & Practice	03
4.	5004	Financial Accounting	03
5.	5005	Marketing Theory & Practice	03

Semester-II

S#	Code	Course Title	Credit Hours
1.	5006	Training & Development	03
2.	5007	Organizational Behavior & Culture	03
3.	5008	Human Resource Change Management	03
4.	5009	Business Research Methods	03
5.	5010	Knowledge Management	03

Semester-III

S#	Code	Course Title	Credit Hours
1.	5011	Total Quality Management	03
2.	5012	Social Marketing	03
3.	5013	Strategic Management of Public Sector	03
4.	5014	Technology Policy and Administration	03
5.	5015	Business Policy & Strategy	03

Semester-IV

S#	Code	Course Title	Credit Hours
1.	5016	Business Process Reengineering	03
2.	5017	Corporate Governance	03
3.	5018	International Relations	03
4.	5000	Term Paper	06

Degree Requirements

Following are the requirements for the award of MSc Administrative Sciences degree:

- i. Successful completion of all required courses.
- ii. Successful completion of Term Paper & Viva Voce Exam.

Term Paper

The student will be required to complete Term Paper of 06 Credit Hours as per AIOU rules and regulations and submit it to the department for evaluation as per guidelines given by the department. Supervisors will be appointed by the Department. Guidelines regarding the Term Paper will be provided by the Department and according to AIOU rules and regulations.

Viva Voce Examination

On successful completion of Term Paper, viva voce examination of students shall be held according to AIOU rules and regulations. The Viva Voce will be arranged by the department at the Main Campus of AIOU, Islamabad.

Fee Structure

1	Registration Fee (At the time of first admission)	Rs.500/-
2	Admission Fee (At the time of first admission)	Rs.1000/-
5	Technology Fee	Rs.500/-
3	Course Fee : per course	Rs.2250/-
6	Total Fee for First Semester	Rs.13250/-

Fee Deposit Procedure

Students qualifying admission criteria of MSc Administrative Sciences Program are required to deposit fee and admission form along with attested copies of their educational certificates/degrees in the **branches of FWBL, ABL, MCB and UBL** as given in this prospectus.

Rules and Regulations

Rules and regulations in line with the HEC guidelines and applicable in the AIOU, as amended from time to time will be applicable in the program. AIOU reserve the right for amending rules as and when required.

Faculty Members

1. Prof. Dr. Syed Hassan Raza

Chairman

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2. Dr. Muhammad Majid Mahmood Bagram

Associate Professor/Program Coordinator

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3. Dr. Adnan Riaz

Assistant Professor

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4. Dr. Salman Ali Qureshi

Assistant Professor

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5. Dr. Mubashar Hassan Zia

Assistant Professor

Mubashar.hassan@aiou.edu.pk

6. Dr. Ali Haider Bajwa,

Assistant Professor

7. Mr. Mahmood-ul-Hassan

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8. Mr. Sadar Ayub Khan

Lecturer

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9. Mrs. Mobashira Hamid Alvi

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10. Syeda Attiya Rahat

Lecturer

Ph: 051-9057840

11. Mr. Ahmed Hassan Jamal

Lecturer

Ph: 051-9057379

12. Mr. Ehsan Javaid

Lecturer

Ph: 051-9057250

13. Staff:

Ph: 051-9057723

DEPARTMENT OF GENDER AND WOMEN STUDIES

Introduction:

The Department of Gender and Women Studies was established in 1997. The interdisciplinary programme acts as a catalyst to highlight women's role in all aspects of life in the national development. The aim of the programme is to encourage women's role in the academic disciplines that have been historically male dominated. Gender and Women Studies expands definition and perception of gender, which is a social construction of male and female roles in the society. The discipline encourages critical analysis of the interplay of gender, class, and race in society.

Furthermore, it offers the holistic approach to knowledge by infusing it with a new perspective to shape a better future for all the people. Thus the courses are designed to encourage further research and analysis on women's status in Pakistani society.

The specialization in this subject is equally in demand, in public and private sector. It will prove beneficial in many careers, especially in-service people such as, journalists, educationists, community workers, administrators and human resource managers etc.

Objectives:

- Introduction to Gender and Women Studies as an academic discipline through distance learning system.

- Development of courses and programmes in the discipline of Gender and Women Studies.
- Conducting researches, which are related to contemporary gender issues.
- Creating awareness and sensitization of gender issues at community level through seminars/conferences and workshops.

Programmes Offered:

The Department of Gender and Women Studies offers two academic programmes:

1. PGD Gender and Women Studies

This is one year programme (minimum two semesters). Those students who would successfully complete 30 credit hours of the courses will be awarded Post Graduate Diploma in Gender and Women Studies.

2. MSc Gender and Women Studies

This is two years' programme (four semesters). Upon completion of 60 credit hours, the students will be awarded the MSc degree.

Successful completers of Post Graduate Diploma in Gender and Women Studies can also continue their studies leading to MSc (by taking course offered in the third and fourth semester).

Basic Eligibility Criteria for Admission

A candidate having BA/BSc degree in second division from a recognized university is eligible for admission in PGD and MSc. The eligible candidate is required to attach attested photocopies of certificates/degrees and mark sheet with the admission form alongwith the requisite fee and submit it in any bank branch of ABL, FWBL or MCB as per prescribed procedure of the university.

Medium of Instruction

Medium of instruction and examination is preferably English but Urdu is also acceptable

Scheme of Studies

1st Semester:

Sr#	Course	Code	CrHrs
1	Psychology of Gender	4641	3
2	Lifespan Development of Women: A Psychosocial Context	4642	3
3	Pakistani Khawateen Ka Sheiri Adab Main Kirdar	4643	3
4	Pakistani Khawateen Ka Nasri Adab Mein Kirdar	4644	3
Total Credit:			12

2nd Semester:

Sr#	Course	Code	CrHrs
1	Research Methods in Gender Studies	4645	3
2	Applied Statistics in Gender Studies	4646	3
3	Feminist Debates on Gender Inequalities	4647	3
4	Feminism in Islam	4648	3
5	Sociology of Gender Issues: Theoretical Background	4685	3
6	Sociological Theory – I	4682	3
Total Credit:			18

3rd Semester:

Sr#	Course	Code	CrHrs
1	Gender & Development	4651	3
2	Women & Development	4652	3
3	Perspectives of Gender Studies	4653	3
4	Pakistani Perspectives of Gender Studies	4654	3
5	Sociological Theory – II	4687	3
6	Changing Role of Urban Women	876	3
Total Credit:			18

4th Semester:

Sr#	Course	Code	CrHrs
1	Women & Media	874	3
2	Women & Health	877	3
3	Women & Environment	878	3
4	Perspectives of Women Rights in Islam	880	3
Total Credits			12

Assessment System

Under Continuous Assessment (Assignments) system, the students have to submit two assignments for each 3-credit hours course on LMS only. Final examination will be at the end of the semester for each course. The summary of assessment system is given below:

Assessment Component	Total Marks	Passing Marks	Weightage
Assignment – 1	100	40	30%
Assignment – 2	100	40	
Final examination	100	40	70%
Aggregate Marks			100
Aggregate Passing Marks			40
IN EACH COURSE WORKSHOP ATTENDANCE IS COMPULSORY			

Note: Once in a semester, courses workshop is a compulsory component and students are required to attend as per AIOU schedule and policy.

Fee Tariff:

Registration Fee: (once at the time of 1 st admission in University)	Rs. 500/-
Admission Fee: (once at the time of admission in Programme)	Rs.1000/-
Technology Fee:	Rs.500/-
Per Credit Hours Fee: Rs.750 12 Credit hours Fee (12 x 750 = 9000)	Rs.9000/-
Total fee for 1st Semester	Rs.11,000/-

FACULTY MEMBERS:

1. **Mrs. Atifa Nasir**
Assistant Professor / Incharge
Phone: 051-9250079, 051-9057856
2. **Mrs. Maria Mustafa**
Assistant Professor
Phone: 051-9057248
3. **Mrs. Aqleem Fatima**
Lecturer
Phone: 051-9057842
4. **Ms. Mahreen Qaisar**
Lecturer
Phone: 051-9057247
5. **Dr. Mehmoonah Ambreen**
Lecturer
5. **Staff**
Phone: 051-9057848

**For further information, please contact:
Department of Gender and Women Studies
Block -11, Allama Iqbal Open University
Sector, H-8, Islamabad.**

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 developments. It now comprises nine teaching and research departments which are offering courses at the undergraduate and postgraduate levels to more than ten thousand 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 of its 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 student's needs is vital. Faculty members also engage in imparting and supervising of instructions 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, Physics, Mathematics and Statistics. Rules and regulations governing the postgraduate study programmes are those approved by the Higher Education Commission (HEC).

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 AGRICULTURAL SCIENCES (DAS)

Introduction

The Department of Agricultural Sciences (DAS) is making earnest efforts aiming at supplementing, supporting and reinforcing 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.

1. PhD Agricultural Extension
2. MSc (Hons) Livestock Management

3. MSc (Hons) Agricultural Extension
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.

MSc FORESTRY EXTENSION

a) Introduction

Forestry extension is an important vehicle for expansion of forest resources in the country, and a tool for forest resources conservation and development. Planning forestry extension is important for a successful forestry development programme in the country in an efficient, timely and cost-effective way.

The MSc Forestry extension programme offered by Department of Agricultural Sciences looks into issues of resource degradation, impact of decreasing resources on rural communities, bio-diversity, global climate, silviculture systems, timber harvesting methodology and technology. It is being recognized by the foresters and other professionals involved in the forestry and environment sectors. At present not a single institution in the country is offering Forestry Extension programme at postgraduate level. Allama Iqbal Open University, Islamabad is therefore, the pioneer in this regard to offer this programme.

b) Objectives

The general objectives of the MSc Forestry Extension Programme are:

- * To assist learners to develop and use improved forestry and agricultural technology.
- * To develop non-formal methods of adult education in forestry practices.
- * To introduce behavioral changes of the target group to blend tree growing activities along with other farming activities.
- * To establish linkages between research group and users.

c) Eligibility

Candidates possessing BSc or MSc Forestry degree with at least second division or BSc (Hons) Agriculture or MSc (Hons) Agriculture with at least 02nd division from national or international recognized institutions or BSc or MSc in Botany with at least 02nd division with three years field experience in Forestry are eligible for admission.

Note:-Eligible candidates should send the application forms to Chairman, Department Agricultural Sciences, Allama Iqbal Open University, Islamabad.

Selection will be based on merit that will be determined by the departmental admission committee as per AIOU postgraduate admission rules. Rules and Regulations changed from time to time by Authorities of the university will be applicable for both

new & old students necessary. The students will have to abide by all such rules and regulations framed and changed from time to time.

**d) Scheme of Studies: - Semester Wise Course Offering
1st Semester**

S. No.	Code	Course Title	Credit Hours
1.	2500	Principles of Rural Sociology-I	3(3+0)
2.	2501	Range Land Management in Pakistan	3(3+0)
3.	2502	Tree Management	3(3+0)
4.	2512	Principles of Rural Sociology-II	3(3+0)

2nd Semester

1.	794	Statistics	3
2.	2504	Research Methods	3(3+0)
3.	2511	Soil Conservation & Watershed Management	3(3+0)
4.	2516	Environment and Forestry	3(3+0)

3rd Semester

1.	2505	Diffusion of Innovation	3(3+0)
2.	2507	Forestry Extension Education	3(3+0)
3.	2510	Agro-Forestry	3(3+0)
4.	2514	Approaches of Rural Development	3(3+0)

4th Semester

1.	2503	Participatory Forestry	3(3+0)
2.	2506	Mass Communication	3(3+0)
3.	2508	Economics of Forestry	3(3+0)
4.	2509	Social & Community Forestry	3(3+0)

5th Semester

1.	798	Thesis	12
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e) Fee Tariff

Item	Rate
Registration Fee: (once at the time of 1 st admission in University)	Rs.500/-
Admission Fee: (once at the time of 1 st admission in Programme)	Rs.1000/-
Technology Fee + Courier Charges (in each semester)	Rs.500/-
Per Credit Hours course fee: Rs.1500/- Fee for 12 credit hours fee (12x1500)	Rs.18000/-
1st Semester Total Fee:	Rs.20000/-

a) Instructional Methodology

Field Activity Based Assignments

Students are given two written assignments for each half credit course and four written assignments for each full credit course.

The assignments in each course will be field activity based.

Workshop

The workshop is a compulsory component of the programme and will provide an opportunity for the students to discuss issues raised in the courses and explore their significance for specific course of study and professional development. Attendance of the students in the workshop will be mandatory.

Attainment of Certificate/Degree

On successful completion of the programme the student will have to apply to the Controller of Examination for the issuance of degree.

Faculty Members

1. Prof. Dr. Sher Muhammad

Chairman, Ph: 051-9057750

2. Dr. Shafique Qadir Memon

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4. Dr. Muhammad Tarique Tunio

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5. Dr. Sabir Hussain Shah

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6. Dr. Mahwish Siraj

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7. Dr. Zaid Mustafa

Lecturer, MSc Forestry Extension

Program Coordinator, Ph: 051-9057753

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8. Dr. Muhammad Shaukat

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DEPARTMENT OF ENVIRONMENTAL DESIGN, HEALTH AND NUTRITIONAL SCIENCES

Introduction

Pakistan is a developing country and it is need of the hour to improve standard of education in all the disciplines especially in Science, and Technology in order to face the challenges of the 21st century. The Department was established in 1981. During last few years the Department has developed a range of professional programmes in Environmental Design, Health, Nutrition and Home Economics. The teaching/research laboratories for the Environmental Design and Food and Nutrition programmes are now operational to provide a comprehensive environment for imparting practical training at the main campus.

Aims and Objectives

- i. To prepare learners for the career related disciplines considering the professional interests of individuals in the areas of Environmental Design, Health, Home Economics, Nutrition, and Dietetics etc.
- ii. To prepare the individuals/professionals for the development and up gradation of community & environment.
- iii. To enable the individual to integrate and apply knowledge and skills of Environmental Design. Food and Nutrition & Home Economics, for future studies.

Currently the department is offering following programmes (for new + continuing students)

- i. MS Environmental Design (**for continuing students**)
- ii. MSc Sustainable Environmental Design (**for new + continuing students**)
- iii. PGD Environmental Design (**for continuing students**)
- iv. PhD Food & Nutrition (**for continuing students**)
- v. MS Community Health & Nutrition (**for continuing Students**)
- vi. MSc Public Nutrition (**for new + continuing students**)
- vii. PGD Dietetics/Nutrition (**for continuing students**)
- viii. PGD in Environmental Health and Safety (**for continuing students**)
- ix. Post graduate level certificate courses in Public Health
- x. Undergraduate level courses in Health/Home Economics

MSc SUSTAINABLE ENVIRONMENTAL DESIGN (*Minimum 2 years*)

Introduction

The emergence of environmental movement has brought forward the interconnection between ecological conditions and built environment. The failure of many buildings on account of performance, functionality and environmental quality (for example poor thermal comfort, heavy reliance on artificial lighting, inadequate noise control and deficient indoor air

quality causing redness in eyes, headache and sore throat) has now motivated an increasing number of designers, developers and building users to pursue more environmentally sustainable design and construction strategies.

As part of wide-spread movement for the sustainable development and realization for the significant impact of building design and construction on the overall environment AIOU initiated the continuing education programme for the built environment professionals in 2003. After running this programme for last fifteen years as MSc and MS Environmental Design.

Department is offering Master's Degree with course work under Professional Track in the form of MSc Sustainable Environmental Design.

Objectives

1. Understand the application of ecological principles in the design of sustainable cities.
2. Understand sustainable urban technologies and design strategies.
3. Comprehend issues of equity and social justice as they relate to sustainable cities and regions.
4. Evaluate and monitor the present state and future potential of built environments in terms of sustainability.

Salient features

Development of MSc/MS Environmental Design programme is

facilitated by British Council under the DFID Higher Education Link Scheme. Experts from a foreign university (Roland Ashcroft, Prof. Jeanette Paul, University of Dundee) and local Engineering Universities/Colleges (UET, Lahore, NED University, UET Taxila, MUET, Jamshoro, NCA, Lahore) have participated in curriculum designing. The programme is designed to address local environment issues for better design and construction practices.

c) Eligibility

At least sixteen years of education at least with 2nd class in the following disciplines eligible for admission in this programme:

- Architects/Interior Designers
- BS Urban Planners
- BS Home Economics
- BS Geology
- BS/BSc Environmental Sciences
- BS Town Planner
- BS Environmental Planning and Management
- B Tech (hons)
- BE (Civil, Mechanical, Electrical)

Duration of the programme

Course work duration will be as per AIOU rules.

Course Work Evaluation

The distribution of the marks of each 3 credit hours course work of MSc shall be as follows:

- a) **Continuous Assessment** **30%**
- b) **Final examination** **70% Total: 100%**
(Pass percentage in each component will be 40%)

c) Applying for Admission Fresh Candidates:

- i. University offers admission twice a year i.e. Autumn and Spring, but this will be the last offerings of MSc programs as per HEC directives.
- ii. A student will be generally allowed to register for a maximum of 18 credit hour courses to be offered in each semester. (See semester wise course offering for MSc Sustainable Environmental Design.
- iii. Students will have to submit their admission form online through AIOU website and follow the instructions (Admission procedure details are at page 3 (Merit based)
- iv. Admission forms prescribed for the programme are entertained only. Incomplete admission forms will not be entertained in any case. Selection of candidates in the programme will be made strictly on basis of merit against a limited number of seats.
- v. Candidates are required to send complete admission forms along with attested copies of all academic certificates, testimonials at the following address before closing date mentioned in the advertisement.

- vi. Only those candidates who qualify admission criteria will be informed about their selection.
- vii. On receipt of admission offer a candidate is allowed to pay dues (as detailed in fee section) within due date as per procedure mentioned in the intimation letter.
- viii. The study material inclusive of textbooks, assignments, tutorial schedule and reference material will be available online for the students.
- ix. For clarification about academic matters please contact on the following address:

Programme Coordinator

Department of EDH&N Sciences

Block No. 06, AIOU, Sector H-8 Islamabad

051-9057744,051-9250063,051-9057746,9057743

Email: nazia.iftakhar@aiou.edu.pk

omer.shujat@aiou.edu.pk

[raabeea.zafar@aiou.edu.pk](mailto:rabeea.zafar@aiou.edu.pk), farooq.mustafa@aiou.edu.pk

d) Scheme of Studies & Course Contents

Duration: Minimum 4 Semesters (2year)

Credit Hours Requirement: 60 Credit Hours

After the completion of course work, the students will be allowed to undertake research work. Minimum duration for submission of research project is one Semester (six months).

PROPOSED SCHEME OF STUDY

1st Semester

S. No.	Code	Course Title	Credit Hours
1.	3671	Environmental Planning & Practice	4(3+1)
2.	3672	Climate Responsive Design	4(3+1)
3.	3673	Ecological Building Design & Materials	4(3+1)
4.	3674	Environmental Aesthetics	4(3+1)

2nd Semester

1.	3675	Sustainable Communities	4(3+1)
2.	3676	Environmental Pollution (air, water, noise, visual)	4(3+1)
3.	3677	Water Conservation & Management	4(3+1)
4.	3678	Ethics in Built Environment	4(3+1)

3rd Semester

1.	3680	Ecology & Ethics in Design and Architecture	4(3+1)
2.	3681	Environmental Control Systems (Heating, Cooling and Lighting)	4(3+1)
3.	3682	Waste Management	4(3+1)
4.	3684	Research Methods	3(2+1)

4th Semester

1.	3683	Culture and Building Design	4(3+1)
2.	3685	Basic Statistics	3(2+1)
3.	3686	Project	6
Total Credits			60

Note:

Student failing to opt any course in any particular semester amongst the courses offered in that semester will have to wait for at least one semester in order to get admission in that particular course since all the courses are being offered on alternate basis.

g) Instructional Methodology

Tutorials and workshops will be conducted online through learning Management system (LMS).

Course Books: Course books and other allied materials will be shared online.

(Course workshops)

Workshops at MSc level will be conducted online on LMS mode. Attendance in these workshops is compulsory. A student failing to attend any workshop is generally declared fail in final result.

Research Project

During the fourth semester a student is required to carry out research project under the supervision of a research supervisor. The research could be design based, experimental or survey. The department according to the respective field of interest of the student will assign the research supervisor. Both the research work and writing of research report will be done under the close supervision of an advisor/supervisor. On completion of research and writing of research report, the student is required to submit two copies of the research project on the given format duly signed by the advisor/ supervisor to the department.

Viva Voce

After evaluation of the research report by evaluator, the student has to appear for Viva-Voce examination. (Rules and regulations as approved by AIOU statutory bodies are to be followed for procedural details). In case the research report submitted by the student is found to be a plagiarized version of another document, research work/text, etc. published or unpublished, his/her candidature for MSc shall be cancelled and the student shall be debarred for ever for admission to any programme of the University.

h) Assessment System

During the semester the students are required to submit two assignments for each 03 credit hour course and these

assignments not only help the students to go through the course contents completely but also are a preparation for the final examination.

- i. Assignment 1 is the theoretical assignment based on units 1– 7 of your course.
- ii. Assignment 2 is applied and includes a research activity followed by the submission of a research report OR an observational visit/ survey followed by the submission of a report. This assignment is designed to judge the understanding of the students in the specific areas and to assess its application.
- iii. Final Examination (A three hour written examination will take place at the end of the semester for each course) and compulsory workshops for each course.
- iv. For working out the final course grade the marks of continuous assessment and final examination are calculated in the ratio of 30:70 for both the programmes.
- v. Student failing in the continuous assessment (assignments, practical and field project) will not be eligible to sit in the final examination.
- vi. Only those students will be allowed to take final examinations that have passed the assignments. The student failing in the continuous assessment (Assignments, practical and field project) will not be eligible to sit in the final examination. The minimum qualifying marks for each component are as follow:

- i) A minimum of 40% in continuous assessment.
- ii) A minimum of 40% in the final examination.
- iii) As aggregate of 40% in the two components i.e. continuous assessment (practical and theory assignments) and final examination.

Fee Tariff

1stSemester

Items	Rate
Registration Fee:	Rs.500/-
Admission Fee:	Rs.1000/-
Technology Fee	Rs.500/-
Per Credit Hours Fee: Rs.2400/-	
Fee for 16 credit Rs.2400 × 16 =	Rs.38400/-
Total Fee for 1st Semester:	Rs.40,400/-

Attainment of Certificate/Degree

On successful completion of the programme the student will have to apply to the Controller of Examination for the issuance of Degree.

**MSc PUBLIC NUTRITION
(Minimum 2 Years)**

Programme Code (4701)

1. INTRODUCTION

Health care in the whole world has changed substantially in this century. New disciplines have emerged and role of traditional health disciplines has broadened to keep pace with the changing emphasis from curative to preventive health care. The discipline of nutrition has been remarkably grown over the years. A variety of sister disciplines such as Dietetics, Biochemistry, Microbiology, Food Science, Agriculture and Home Sciences have contributed to its advancements and discoveries. Achieving the optimal nutritional status of the public is the prime objective of using the knowledge of nutrition.

The department offers MSc Public Nutrition with course work and a research project.

This programme will help to develop a comprehensive understanding of the role of diet and nutrients in the etiology, prevention, treatment and management of diseases by offering a variety of subjects like basic to applied Food and Nutrition courses, Nutrition Education, Nutrition for Fitness, Clinical Nutrition, Nutritional Assessment, Epidemiology and Biostatistics, etc.

2. OBJECTIVES

The objectives of the programme are given as under:

- To provide guidance/educational opportunities to in-service nutritionists and other allied health professionals to improve their qualification and skills, who could not continue their education through formal system.
- To support the careers of aspiring public health professionals and to encourage them for further study at MS level.

3. ELIGIBILITY

At least 14 years of schooling or 2 years of education after HSSC/F.Sc/Grade 12 equivalent to Bachelor of Science in the relevant discipline (**enlisted below**) with minimum second division is the basic eligibility criteria.

- BSc/ BS Nursing
- BS Physiotherapy
- BS Medical Technology
- Bachelors of Homeopathic Medical Sciences (BHMS)
- MD Alternative Medicine
- Bachelor of Eastern Medicine
- BS in Medical Emergency & Intensive Care Technology
- B.Sc./BS Vision Sciences
- BS/B.Sc. Home Economics
- BS Nutrition
- BS Medical Sciences

- BS/B.Sc. Biotechnology
- B.Sc. (Hons.) in Agriculture with specialization in Nutrition/Food technology
- BS/B.Sc. Biochemistry
- BS/B.Sc. Microbiology
- BS/B.Sc. Biology with combination of courses at least chemistry and zoology

4. ADMISSION/REGISTRATION PROCEDURE

The University offers admission twice a year, but this will be the last offering of MSc. Programs as per HEC directives.

- a. A student will be generally allowed to register for a maximum of 18 credit hour courses to be offered in each semester. See Section No.6 for semester wise course offering for MSc Public Nutrition.
- b. Admission procedure details are at page 3 (Merit Based)
- c. Admission forms prescribed for the specified programme only will be entertained.
- d. Incomplete admission forms will not be entertained in any case. Selection of candidates in the programme will be made strictly on basis of merit against a limited number of seats.
- e. Only those candidates who qualify admission criteria will be informed about their selection.
- f. On receipt of admission offer letter, candidate is allowed to pay dues (as detailed in fee section at Serial No.10) within due date as per procedure mentioned in the intimation letter.

- g. Students will have to submit the acceptance letter along with submitted fee challan to Admission Department within one-week time to ensure their admission confirmation.
- h. The study material inclusive of text books, assignments, tutorial schedule and reference material will be available online to the students.
- i. For submission of admission form and clarification about academic matters please contact on the following address:

Note: Only online admission is available.

Dr. Mahpara Safdar
(Programme Coordinator)

Department of Environmental Design,
Health & Nutritional Sciences
Block No. 6, AIOU, Sector H-8, Islamabad.
Email: mahpara.jadoon@aiou.edu.pk
Ph: No.051-9057748, 051-9057265,
051-9057741, 051-9057742

5. SCHEME OF STUDIES

Duration : Minimum four semesters
(2 years)

Credit hours requirement : 60 credit hours

Course/Practical Work : 54 credit hours

Research Project : 06 credit hours

After the completion of course work, the students will be allowed to undertake research project in the community or in laboratories at AIOU. Student at distance can use PCSIR Labs or Food Science & Nutrition Laboratory of local teaching institutions or other scientific institutions to be approved by the University. Minimum duration for submission of project is one semester (6 months).

6. SEMESTER-WISE OFFERING OF COURSES

1st Semester

Sr.#	Codes	Title of Course	Credit Hours
1	3641	Macro Nutrients	4(3+1)
2	3642	Micro Nutrients	4(3+1)
3	3643	Nutrition Education	4(3+1)
4	3644	Basics of Food Sciences	4(3+1)

2nd Semester

1	3645	Nutrition –A Life Span Approach	4(3+1)
2	3646	Nutrition for Fitness	4(3+1)
3	3647	Nutritional Assessment-I	4(3+1)
4	3648	Nutritional Assessment - II	4(3+1)

3rd Semester

1	3653	Research Methods	3(2+1)
2	3654	Basic Biostatistics	3(2+1)
3	3649	Maternal & Child Health	4(3+1)
4	3652	Clinical Nutrition	4(3+1)

4th Semester

1	3650	Applied Epidemiology	4(3+1)
2	3651	Food Microbiology	4(3+1)
3	3655	Research Project	06
Total Credit Hours			60

Note: A student failing to opt any course in any particular semester amongst the courses offered in that semester will have to wait for at least one semester in order to get admission in that particular course since all the courses are being offered on alternate basis.

7. MODE OF INSTRUCTIONS

Allama Iqbal Open University employs distance learning/ media mix or blended mode as methodology of instruction. In view of the special requirements of Health and Nutrition Postgraduates studies, the following combination of media mix is being used.

- Reference ebooks will be shared.
- Tutorials and workshops will be conducted online through Learning Management System (LMS).
- There will be one workshop of interactive teaching of three days for each course followed by lecture session in each semester. Attendance in these workshops is compulsory.

A workshop has lectures of eminent subject experts and students' presentations based on the field/community work followed by discussion on each presentation. A student failing to attend any workshop is generally declared fail in final result. However, any student who couldn't manage to attend the workshop may appear in the final examination and may cover the missed workshop component in the later semesters. The students will have two chances in total to complete the workshop component but they will have to deposit the workshop fee at the start of the semester in which it is offered. In case the workshops are conducted at Main Campus, AIOU does not bear any cost incurring on boarding/ lodging or TA/DA during the workshops. The students are required to make their own arrangements for their stay during the workshops. A student's hostel (Exchange No. 051-9250098-99) within the campus also provides accommodation facilities at nominal charges on first come first serve basis.

8. Practical Work

Applied field based activities will be offered with 04 credit hour courses in each semester.

During the study period the students are required to complete their community/field work and submit their mini-research reports to their respective tutor on the prescribed format.

9. Research Project

During the fourth semester a student is required to carry out research project under the supervision of a research supervisor. The research could be study design based, experimental or survey. The department, according to the respective field of interest of the student will assign the research supervisor. Both the research work and writing of

research project will be done under the close supervision of the supervisor. On completion of research and writing of research report, the student is required to submit two final copies of the research project on the given format duly signed by the supervisor to the department.

10. Viva Voce

After evaluation of the research report by evaluator, the student has to appear for Viva-Voce examination (Rules and regulations as approved by AIOU statutory bodies are to be followed for procedural details). In case the research report submitted by the student is found to be a plagiarized version of another document, research work/text, etc. published or unpublished, his/her candidature for MSc shall be cancelled and the student shall be debarred for ever for admission to any programme of the University.

11. ASSESSMENT

During the semester, the students are required to submit 2 assignments for each 3 or 4 credit hours course and these assignments not only help the students to go through the course contents completely but also for a preparation for the final exams.

- i. Assignment I is the theoretical assignment based on unit 1 to 7 of the course.
- ii. Assignment II is applied and includes a research activity followed by the submission of research report OR an observational visit/survey followed by the submission of the report. This assignment is designed to judge the understanding of the students in the specific areas and to assess its application.

- iii. Final examination (A three hour written examination takes place at the end of semester for each course) and compulsory workshop for each course.
- iv. For working out the final course grade the marks of continuous assessment and final examination are calculated in the ratio of 30:70.
- v. Students failing to submit any one of the course assignment will be considered fail in that course and they will have to apply for re-admission in that course.
- vi. The minimum qualifying marks for each component are as follows:
 - a. A minimum of 40% in continuous assessment
 - b. A minimum of 40% in the final examination
 - c. An aggregate of 40% in the two components i.e. continuous assessment (theory & practical assignments) and final examination.
- vii. The grade will be determined as under:

Grade A	–	80% or above
Grade B	–	65% to 79%
Grade C	–	50% to 64%
Fail	–	Below 40%
- viii. Only those students will be allowed to take final examinations who has passed the assignments. The students failing in the continuous assessment (assignments, practical and field project) will not be eligible to sit in the final exam.

First Semester wise payment to be made by the student on the basis of above mentioned fee tariff:

1st Semester Fee

Registration Fee	Rs.500/-
Admission Fee	Rs.1000/-
Technology Fee	Rs.500/-
Per credit hour Fee Rs. 1500/- Course Fee (1500x16 credit hour)	Rs.24000/-
Total fee for 1st Semester	Rs. 26000/-

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

Faculty Members

1. Prof. Dr. Hajra Ahmad

Chairperson
Ph. #051-9057742,051.9250063
E-mail:hajra.ahmad@aiou.edu.pk

2. Dr. Zaheer Ahmad

Associate Professor
(Food Bio Technology)
Ph. #051-9057265
E-mail: zaheer.ahmed@aiou.edu.pk

3. Ms. Shaista Babar

Assistant Professor (Environmental Design)
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E-mail: shaista.babar@aiou.edu.pk

4. Dr. Mahpara Safdar

Assistant Professor (Human Nutrition)
Ph. #051-9057748
E-mail:mahpara.jadoon@gmail.com

5. Dr. Muhammad Farooq Mustafa

Assistant Professor (Environmental Design)
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6. Ms. Asma Afreen

Lecturer (Food & Nutrition)
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E-mail: asma.afan@aiou.edu.pk

7. Ms Rabeea Zafar

Lecturer (Environmental Design)
Ph. # 051-9057746
E-mail: rabeea.zafar@aiou.edu.pk

8. Dr. Nazia Iftakhar

Lecturer,
(Environmental Design)
Ph. # 051-9057744
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9. Dr. Syeda Mahvish Zahra

Lecture (Food Technology)
Ph # 051-9057244
E-mail: mahvish.zahra@aiou.edu.pk

10. Dr. Omer Shujat Bhatti

Research Associate (Environmental Design)
Ph # 051-9057744
E-mail: omer.shujat@aiou.edu.pk

GENERAL INFORMATION

- i. The certificates/degrees of AIOU are equivalent to any other recognized Board/University.
- ii. If an applicant of post-graduate/research level programme does not receive any information regarding admission within three months from submission of application, he/she should presume non-selected.
- iii. Fee cannot be refunded once paid for admission nor can it be adjusted for any other programme
- iv. On payment of the registration fee, each student will be issued a student ID. This number must be quoted in all the future correspondence.
- v. Study material shall be available on website for downloading.
- vi. 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.
- vii. 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.
- viii. It is the responsibility of the student to remain in touch with the department regarding the academic activities.
- ix. 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.
- x. After completion of a programme successfully, a student has to apply to Controller of Examinations for issuance of certificate/degree.
- xi. The university reserves the right to change contents of this prospectus without any prior notice as per university policy.
- xii. 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.
- xiii. 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 FEETHROUGH BANKS

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

PROCEDURE OF FEE DEPOSIT THROUGH TELECOS

Easypaisa

Through Easypaisa App

The account may be created after downloading the Easypaisa Mobile App from Playstore. For using this mode, student must have balance equal to his/her payable fee in Easypaisa mobile account. There are **no transactions charges**, if student use this mode to pay his/her fee. Following is the procedure of fee payment through Easypaisa App.

1. Login to Easypaisa App
2. Press "View All"
3. In "Payment" Section, select "Fee Collection"
4. Select "AIOU"
5. Enter "Challan Number"
6. Easypaisa App will show the payable amount & due date
7. Press "Pay Now"
8. Fee will be Paid and student will receive confirmation SMS from 3737
9. Student will write **Transaction ID** and "**Paid via Easypaisa App**" on the challan and admission form. Students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU

Through USSD String *786#

The Easypaisa mobile wallet account may be created by dialing *786#. For using this mode, student must have balance equal to his/her payable fee in Easypaisa mobile account. There are **no transactions charges**, if student use this mode to pay his/her fee. Following is the procedure of fee payment through USSD string *786#

1. Dial *786#
2. Select "4" (Payments)
3. Select "7" (Fee Collections)
4. Select "99" (Next)
5. Select "AIOU"
6. Enter Challan No.
7. Screen will show the payable amount & due date
8. Enter Mobile Account PIN
9. Fee will be Paid and student will receive confirmation SMS from 3737
10. Student will write **Transaction ID** and "**Paid via Easypaisa 786 String**" on the challan and admission form. Further, students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU

Through Easypaisa Retailer (Agent) Shop/Telenor Franchise / Telenor Bank Branches

Fee can also be paid by visiting any Easypaisa Agent shop, Telenor franchise and Telenor Microfinance Bank branch. For using this mode, student has to pay **Rs. 15 per transaction** in addition to the payable fee. Following is the fee payment procedure through this mode.

1. Student may visit any nearest Easypaisa Retailer (Agent) Shop, Telenor franchise or Telenor Microfinance Bank branch
2. Student will inform the retailer/franchisee/teller that he/she wish to pay fee of AIOU
3. Retailer/Franchisee/Teller will ask the student to share CNIC number, Mobile Number & Challan Number

4. Retailer/Franchisee/Teller will enter the Challan Number in his Easypaisa Tab/system
5. Tab/System will show the payable amount & due date
6. Student will handover the fee amount to retailer/ franchisee/ teller
7. Once the fee amount is handed over, the retailer/ franchisee/teller will process the fee transaction
8. Fee will be paid and student will receive confirmation SMS from 3737 on mobile number. Transaction charges will be mentioned in the confirmation SMS
9. Student will write **Transaction ID** and **“Paid via Easypaisa Agent/Franchisee/Teller”** on the challan and admission form. Bank stamp will be embossed only in case the fee is paid through Telenor Microfinance Bank branches. Further students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU
6. Press “Pay Now”
7. Fee will be Paid and student will receive confirmation SMS
8. Student will write **Transaction ID** and **“Paid via Upaisa App”** on the challan and admission form. Students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU

Through USSD String *786#

The Upaisa mobile wallet account may be created by dialing *786#. For using this mode, student must have balance equal to his/her payable fee in Upaisa mobile account. There are **no transactions charges**, if student use this mode to pay his/her fee. Following is the procedure of fee payment through USSD string *786#

Upaisa

Through Upaisa App

The account may be created after downloading the Upaisa Mobile App from Playstore. For using this mode, student must have balance equal to his/her payable fee in Upaisa mobile account. There are **no transactions charges**, if student use this mode to pay his/her fee. Following is the procedure of fee payment through Upaisa App.

1. Login to Upaisa App
2. Please click on “Payments”
3. Click on “AIOU”
4. Enter “Challan Number”
5. Upaisa App will show the payable amount

1. Dial *786#
2. Select “Payments”
3. Select “AIOU”
4. Enter Challan No.
5. Screen will show the payable amount
6. Student will enter his/her Mobile Number and PIN
7. Fee will be Paid & student will receive confirmation SMS
8. Student will write **Transaction ID** and **“Paid via Upaisa786 String”** on the challan and admission form. Students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU

Through Upaisa Agent Shop/Ufone Franchise /PTCS OSS/U Microfinance Bank Branches

Fee can also be paid by visiting any Upaisa Agent shop, Ufone franchise, PTCL One stop shop (OSS) and U Microfinance Bank branch. For using this mode, student has to pay **Rs. 15 per transaction** in addition to the payable fee. Following is the fee payment procedure through this mode.

1. Student may visit any nearest Upaisa Retailer (Agent) Shop, Ufone Franchise, PTCL OSS or U Microfinance Bank branch
2. Student will inform the retailer/franchisee/teller that he/she wish to pay fee of AIOU
3. Retailer/Franchisee/Teller will ask the student to share CNIC number, Mobile Number & Challan Number
4. Retailer/Franchisee/Teller will enter the Challan Number in his Upaisa Tab/system
5. Tab/System will show the payable amount & due date
6. Student will handover the fee amount to retailer/franchisee/teller
7. Once the fee amount is handed over, the retailer/franchisee/teller will process the fee transaction
8. Fee will be paid and student will receive confirmation SMS on mobile number. Transaction charges will be mentioned in the confirmation SMS
9. Student will write **Transaction ID** and **“Paid via Upaisa Agent/Franchisee/Teller”** on the challan and admission form. Bank stamp will be embossed only in case the fee is paid through U Microfinance Bank branches. Students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU

Jazz Cash

Through Jazzcash App

The account may be created after downloading the Jazzcash Mobile App from Playstore. For using this mode, student must have balance equal to his/her payable fee in Jazzcash mobile account. There are **no transactions charges**, if student use this mode to pay his/her fee. Following is the procedure of fee payment through Jazzcash App.

1. Login to Jazzcash App
2. Please click on “Education Fee”
3. Select “Universities” from the Menu
4. Select “AIOU” from the Sub Menu
5. Enter “Challan Number”
6. Jazzcash App will show the payable amount and due date
7. Enter MPIN
8. Fee will be Paid & student will receive confirmation SMS
9. Student will write **Transaction ID** and **“Paid via Jazzcash App”** on the challan and admission form. Students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU

Through USSD String *786#

The Jazzcash mobile wallet account may be created by dialing *786#. For using this mode, student must have balance equal to his/her payable fee in Jazzcash mobile account. There are **no**

transactions charges, if student use this mode to pay his/her fee. Following is the procedure of fee payment through USSD string *786#

1. Dial *786#
2. Select “Payments”
3. Select “Education Payments”
4. Select “AIOU”
5. Enter Challan No.
6. Screen will show the payable amount
7. Enter MPIN
8. Fee will be Paid & student will receive confirmation SMS
9. Student will write **Transaction ID** and “**Paid via Jazzcash786 String**” on the challan and admission form. Students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU

Through Jazzcash Agent Shop/Jazz Franchise /Mobilink Microfinance Bank Branches

Fee can also be paid by visiting any Jazzcash Agent shop, Jazz franchise and Mobilink Microfinance Bank branch. For using this mode, student has to pay **Rs. 20 per transaction** in addition to the payable fee. Following is the fee payment procedure through this mode.

1. Student may visit any nearest Jazzcash Retailer (Agent) Shop, Jazz Franchise or Mobilink Microfinance Bank branch

2. Student will inform the retailer/franchisee/teller that he/she wish to pay fee of AIOU
3. Retailer/Franchisee/Teller will ask the student to share CNIC number , Mobile Number & Challan Number
4. Retailer/Franchisee/Teller will enter the Challan Number in his Jazzcash Tab/system
5. Tab/System will show the payable amount & due date
6. Student will handover the fee amount to retailer/franchisee/teller
7. Once the fee amount is handed over, the retailer/franchisee/teller will process the fee transaction
8. Fee will be paid and student will receive confirmation SMS on mobile number. Transaction charges will be mentioned in the confirmation SMS
9. Student will write **Transaction ID** and “**Paid via Jazzcash Agent/Franchisee/Teller**” on the challan and admission form. Bank stamp will be embossed only in case the fee is paid through Mobilink Microfinance Bank branches. Students are advised to keep the confirmation SMS save in phone until the receipt of intimation of admission confirmation from AIOU.

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**

1. The students who has submitted their fees for Admission but do not wish to continue and have applied for refund of fee before dispatch of study material/ books, the fees will be refunded after deduction @ 10% of total fee.
2. the student who was not eligible but deposited fee for Admission, the fee shall be refunded after deduction @ 15% of total fee.
3. The students who have deposited their fee in excess of due fee the total excess amount shall be refunded or adjusted as the case may be.
4. The Treasurer Department shall verify the fee of students and shall send the case to the audit for pre-audit.
5. the cheque will be issued to the candidate by the campus payment section, Treasurer Department.
6. Admission fee will be refunded/ adjusted maximum up to one year.
7. After dispatching the study material, the candidate shall not be eligible for the refund of fee.

GENERAL CONDITIONS FOR REFUND

1. The University must have received the fees in its bank account.
2. All refund requests must be submitted on the Fee Refund Application form. The Bank Challan/ Deposit Slip, any other record of fee and ID Card copy must be attached to it.
3. All applications shall be addressed to the Treasurer and will be received directly in the Treasurer Department with full particulars. The Treasurer Department will get report

from concerned Department and verify the amount from system as the case may be and will process the case accordingly.

4. The refund will be made after deduction of any recoverable amount.
5. The refund will be made to the same person or firm from whom the payment was received, through cross cheques.
6. If the University makes an offer on the basis of incorrect or incomplete information, misstatements, concealment of facts, fake certificates or use of any other unfair means by the applicant/ student, the admission will be cancelled, and refund will not be allowed. Department reserves the right to take disciplinary action also.
7. Any type of Processing Fee will not be refunded.
8. In the case of death or physical incapacity, the full refund will be made only in instances of sever unavoidable and incapacitating circumstances.
9. In case the students who are not allowed/granted admission to a program offered by the University due to less enrollment/non formation of viable group/ non-offering of courses, full fee will be refunded to them.

REFUND OF OTHER FEE

1. All kind of other fee including but not limited to Degree fee, Reappear exams fee, change off name/father name, examiner registration fee, tutor registration fee, workshop center change, late assignment evaluation fee, analysis fee, rechecking of answer scripts fee, NOC fee, subject/group change fee, thesis evaluation fee, thesis extension fee, job fee, tender fee tec. will not be refunded. Only excess fee deposited will be refunded/adjusted.

2. The extension in thesis fee in excess shall be refunded on approval of concerned Dean with certificate that fee was deposited in excess.
3. The amount deposited in University accounts by any person/firm (other than student), by mistake or in excess shall be refunded after verification of the amount deposited.

IMPORTANT TELEPHONE NUMBERS

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

ADDRESS OF PART-TIME REGIONAL COORDINATORS

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1.	Mr. Adeel Abbas, Regional Coordinator, Allama Iqbal Open University, Dy. D. E. O, Govt. Boys High School, Pind Dadan Khan. 0345-9210000	2.	Mr. Naeem Akhtar, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School, Sohawa District Jhelum. 0333-5759601	3.	Mr. Farooq Ahmad, Regional Coordinator, Allama Iqbal Open University, Assistant Professor, Govt. Boys Degree College, Malikwal. 0345-5763246
4.	Mr. Azmat Farooq Ahmad Khurram, Regional Coordinator, Allama Iqbal Open University, Assistant Director Education, Mohallah Ameer, Near Town Committee Phalia, District Mandi Bahauddin, 0300-7740150	5.	Mr. Muhammad Javid, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Higher Secondary School, Kallar Kahar District Chakwal.	6.	Mr. Muhammad Siddique Awan, Regional Coordinator, Allama Iqbal Open University, Headmaster, Village & P.O Khairpur, Chakwal. 0334-8743874
7.	Mr. Faisal Masood, Regional Coordinator, Allama Iqbal Open University, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Higher Secondary School, Lawa, District Chakwal . 0345-5936567	8.	Mr. Muhammad Jawad Abbas, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. Boys High School No.1, Talagang, District Chakwal. 0345-5964938	9.	Mr. Muhammad Arshad Mehmood, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. MC Boys Higher Secondary School, Gujar Khan, District Rawalpindi. 0336-5355163

10.	Mr. Muhammad Raza, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. High School, Phalina, Tehsil Kallar Syedan. District Rawalpindi. 0300-9700563	11.	Mr. Ayaz Qureshi, Regional Coordinator, Allama Iqbal Open University, Incharge Headmaster, Govt. High School PAF Base, Lower Topa, Murree, District Rawalpindi 0314-9517902	12.	Mr. Muhammad Javed Akbar Satti, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School, Kotli Sattian, District Rawalpindi. 0336-5372081
13.	Dr. Muhammad Anwar, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. Boys High School, Bhabra, Wah Cantt, District Rawalpindi. 0300-5363883	14.	Syed Zamir Hussain Shah, Regional Coordinator, Allama Iqbal Open University, SSS, Govt. Higher Secondary School, Nara, Tehsil Kahuta, District Rawalpindi. 0301-5151941		

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4.	Mr. Muhammad Mubeen, Regional Coordinator, Allama Iqbal Open University, Headmaster, (Retired), House No.B-546, Qaimkhani Mohallah, Ward No.6, Jhudo, District Mirpurkhas. Ph: 0331-3891884	5.	Mr. Suhail Faisal Abro, Regional Coordinator, Allama Iqbal Open University, Lecturer, Govt. Boys Degree, Collage Bhit Shah, District Matiari. Ph: 0333-2856151	6.	Mr. Fakhar ul Amin Shah, Regional Coordinator, Allama Iqbal Open University, HST, Incharge Principal, Govt. Boys High School, Soomra Mohallah, Tando Muhammad Khan. Ph: 0332-2050609
7.	Mr. Umed Ali, Regional Coordinator, Allama Iqbal Open University, HST, (Retired), House No.256-D, Block-E, Gulberg Town, Mirpur Khas. Ph: 0333-7033057	8.	Mr. Shoukat Ali Qureshi, Regional Coordinator, Allama Iqbal Open University, Headmaster/Taulka Education Officer, Govt. Boys High School, Aamiri/Manjhand, District Jamshoro. Ph: 0342-3739718	9.	Mr. Rahim Bux Kalhoro, Regional Coordinator, Allama Iqbal Open University, Govt. High School Morath, Kandiario, District Naushahro Feroze. 0300-3214071
10.	Mr. Allah Ditto Rind, Regional Coordinator, Allama Iqbal Open University, Govt. Boys Elementary School Miskeen Mallah, Kazi Ahmed (Sakrand), District Shaheed Benazir Abad. 0300-3212069	11.	Mr. Shoukat Ali Arain, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. Muslim High School, Nawabshah. 0300-3357304	12.	Mr. Ariz Muhammad Gadehi, Regional Coordinator, Allama Iqbal Open University, Govt. Boys High School Kairpur Nathan Shah. 0344-3315942
13.	Mr. Khalid Hussain, Regional Coordinator, Allama Iqbal Open University, Govt. Boys High School, Sehwan Sharif. 0306-3257687				

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7.	Mr. Muhammad Jumman, Regional Coordinator, Allama Iqbal Open University, Govt. Elementary College Uthal. 0333-2875203	8.	Mr. Ejaz Ahmed. Regional Coordinator, Allama Iqbal Open University, Govt. Boys Higher Secondary School Surab. 0334-2940443	9.	Mr. Abdul Rauf, SST (Science), Regional Coordinator, Allama Iqbal Open University, Saad Photo State, Jinnah Road, Near Police Station, Noshki. 0345-8367362
10.	Mr. Hameed Ullah, Regional Coordinator, Allama Iqbal Open University, Sr. Headmaster, Govt. High School Civil Colony, Dera Bugti. 0333-7884452	11.	Mr. Abdullah, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. Boys Higher Secondary School, Ameen Abad, Tehsil Dalbandin, District Chaghi. 0333-3324312	12.	Mr. Abdul Hafeez, Regional Coordinator, Allama Iqbal Open University, DDOE, District Education Office, Kohlu. 0306-2582308

13.	Mr. Abdul Samad, Regional Coordinator, Allama Iqbal Open University, Headmaster, KSF, Muslim Bagh, District Killa Saifullah. 0336-3833365	14.	Mr. Kalim Ullah, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Model High School Pishin. 0301-3448688		
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GILGIT BALTISTAN

1.	Mr. Piyar Ali, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School Aliabad, District Hunza. 0313-4886998	2.	Mr. Manzoor Hussain, Regional Coordinator, Allama Iqbal Open University, SST,P.O Thole, Tehsil Sikandarabad, District Nagar. 0310-0500714	3.	Mr. Nabi Ali, Regional Coordinator, Allama Iqbal Open University, DOE, Govt. Girls Model Higher Secondary School Gulmit, Tehsil Gojal, District Hunza. 0343-5041335
4.	Mr. Akhtar Jan, Regional Coordinator, (Juglot) Allama Iqbal Open University, SST, Govt. Boys High School Damote Sai, Gilgit. 0355-5101875	5.	Mr. Ahmed Raza, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School Chalt, District Nagar. 0346-9239995	6.	Mr. Hazir Panah, Regional Coordinator, Allama Iqbal Open University, AEO, C/O Govt. High School Gupis, District Ghizer. 0317-5433069
7.	Mr. Adina Baig, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School Taus, Tehsil Yasine, District Ghizer. 0312-9712256	8.	Mr. Shahid Hussain, Regional Coordinator, Allama Iqbal Open University, TGT, Govt. Boys High School Sumayar, Nagar No.1, District Nagar. 0315-5955943	9.	Mr. Khush Wali Khan, Regional Coordinator, Allama Iqbal Open University, Headmaster, Village Silpi Post Office Gahkuch, Tehsil Punial, District Ghizer. 0344-6779985
10.	Mr. Jamal ud Din, Regional Coordinator, Allama Iqbal Open University, TGT, Model Boys High School Chilas, District Diامر. 03555115287	11.	Mr. Mahfuz Ullah, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Higher Secondary School Gumary, Tehsil Darel, District Diامر. 03555355009	12.	Mr. Niamatullah, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School Astore. 0315-7331152

13.	Mr. Muhammad Raza, Regional Coordinator, Allama Iqbal Open University, SST, Govt. Boys High School Danyore, District Gilgit. 0314-4472741	14.	Mr. Mehboob Ali Abbad, Regional Coordinator, Allama Iqbal Open University, TGT (BPS-17), Govt. High School Shigar, District Shigar.	15.	Mirza Muhammad Tayyab, Regional Coordinator, Allama Iqbal Open University, DIS DDE Officer (BPS-17), Kharmang, District Kharmang.
16.	Mr. Shamshad Hussain, Regional Coordinator, Allama Iqbal Open University, TGT (BPS-17), Govt High School, Tower Rudndu, Tehsil Rundu.	17.	Mr. Ghulam Hussain, Regional Coordinator, Allama Iqbal Open University, TGT (BPS-17), High School Kunis Ghowari, Ghanche, Tehsil Ghowari Ghanche.	18.	Mr. Ghulam Nabi, Regional Coordinator, Allama Iqbal Open University, TGT (BPS-17), Govt. Boys High School, Mashabrum, Sub Division Mashabrum
19.	Mr. Khadim Hussain Regional Coordinator, Allama Iqbal Open University, IT Teacher (BPS-17), High School Daghoni, Chanche, Sub Division Daghoni.	20.	Mr. Ghulam Nabi, Regional Coordinator, Allama Iqbal Open University, TGT (BPS-), High School, Khaplu, District Khaplu	21.	Mr. Muhammad Ismail, Regional Coordinator, Allama Iqbal Open University, Headmaster (BPS-17), Boys High School, Chorbat, Tehsil Chorbat
22.	Mr. Muhammad Abuzar, Regional Coordinator, Allama Iqbal Open University, Headmaster (BPS-17), Govt. Middle School, Gamba Skardu, Tehsil Gamba				

Khyber Pakhtunkhwa

1.	Mr. Muhammad Nisar, Regional Coordinator, Allama Iqbal Open University, SST, Govt. High School, Dara Adam Khel District Kohat 03324333014
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ALLAMA IQBAL OPEN UNIVERSITY (DEPARTMENT OF EXAMINATIONS)

FEE TARIFF*

Sr.#	Programme	Fee Rates for	
		Ordinary	Duplicate
1.	Course Certificate of SSC/HSSC/Bachelor programme/ Elementary Arabic/Non Credit	Rs.400/-	Rs.1600/-
2.	SSC(Matric)/HSSC(Intermediate)/PTC/CT/ATTC	Rs.500/-	Rs.2000/-
3.	B.A/B.Com/BB.A(old)/BLIS/BCS/Associate Degree (2 years)/ Undergraduate Diploma/Certificate	Rs.800/-	Rs.3200/-
4.	BS / BBA (4 years) Associate Degree (4 years) etc.	Rs.1200/-	Rs.4800/-
5.	B. Ed. (old programme)	Rs.1000/-	Rs.4000/-
6.	B.Ed. (1.5 years / 2.5 years / 4 years)	Rs.1200/-	Rs.4800/-
7.	M.A/M.Sc/M.Ed/MBA/M.Com/MBA & MPA Executive	Rs.1200/-	Rs.4800/-
8.	Postgraduate Diploma / Certificate	Rs.1000/-	Rs.4000/-
9.	M.Phil/MS/LL.M/M.Sc (Honors)	Rs.2000/-	Rs.8000/-
10.	Ph.D	Rs.3000/-	Rs.12000/-

11.	Fee of Triplicate Certificate/Degree from Matric to Bachelor Programme	Rs.5000/-
	Fee of Triplicate Degree of B.Ed /BS (4years)/Master/MS/MPhil Programme	Rs.10000/-

12.	Change of Examination Center	Rs.600/-
13.	Duplicate Result Card Per Semester (Beyond Two Current Semesters)	Rs.100/-
	Rechecking of per Answer Script ATTC /CT/PTC/B.Ed / all Graduate Programme	Rs.700/-
14.	Rechecking of per Answer Script BS / MA / MSc / PGD & equivalent	Rs.800/-
	Rechecking of per Answer Script MS / MPhil / PhD & equivalent	Rs.1000/-

15.	Change in name or any other correction in Certificate/ Degree (made by Board/University or Court decision)	Double Fee of Ordinary Prescribed for Programme
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16.	Verification of Certificate/Degree (By Students or Departments) Verification of Certificate/Degree from Foreign Organizations/Oversees Countries	By Post	By hand (same day)
		Rs.600/-	Rs.1000/-
		USD 100*	
		* including USD 25 for Courier Charges	

Sr. No.	Re-Appear Exams Fee for Programme	Fee Rate Per Course
1.	SSC / PTC / Elementary Arabic	Rs.100/-
2.	ATTC	Rs.180/-
3.	HSSC / CT / Diploma 10 + 3	Rs.200/-
4.	Bachelor / Associate Degree (2 years)	Rs.300/-
5.	BS / BBA / Associate Degree (4 years)	Rs.400/-
6.	B. Ed. (old) / B.Ed (1.5 years / 2.5 years / 4 years)	Rs.400/-
7.	M.A / M.Sc / MBA / M.Ed/ PGD / MS / M.Phil	Rs.500/-
8.	Ph.D	Rs.800/-

*Applicable with effect from 01st January 2020.

ALLAMA IQBAL OPEN UNIVERSITY, REGIONAL NETWORK

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