

Admission Spring 2023

AIOU

Prospectus

BS(ODL) Programmes (4 and 2.5 Years)

- Islamic Finance
- Pakistan Studies
- Accounting & Finance
- BBA
- Economics
- History
- Sociology
- Library and Information Sciences
- Gender and Women Studies
- English
- Mass Communication



Allama Iqbal Open University, Islamabad

www.aiou.edu.pk

Help Line: (051) 111-112-468

PROSPECTUS

OF

BS 4 Years & 2.5 Years Programmes

- **BS Islamic Finance**
- **BS (Accounting and Finance)**
- **BS Economics**
- **BS Sociology**
- **BS Gender & Women Studies**
- **BS Mass Communication**
- **BS Pakistan Studies**
- **BBA**
- **BS History**
- **BS Library and Information Sciences**
- **BS English**

For
SEMESTER: SPRING, 2023



Allama Iqbal Open University, Islamabad

(All Rights are Reserved with the Publisher)

Semester:	Spring, 2023
Incharge Printing	Dr. Sarmad Iqbal
Price	500/-
Composed by:.....	Hadiqa Fatima
Printer:.....	AIOU Printing Press
Publisher:.....	Allama Iqbal Open University

CONTENTS

VICE-CHANCELLOR MESSAGE	v
Grading Scheme	vi
MINIMUM AND MAXIMUM DURATION/SEMESTER FOR EACH PROGRAMME	vii
COMPLETE PROCEDURE TO ENROLL IN AIOU PROGRAMMES	viii
IMPORTANT ACTIVITIES TO BE REMEMBERED	ix
REVISED POLICIES	x
ALLAMA IQBAL OPEN UNIVERSITY	01
FACULTY OF ARABIC AND ISLAMIC STUDIES	02
Department of Islamic Finance	04
BS Islamic Finance(4 years)	04
FACULTY OF SOCIAL SCIENCES AND HUMANITIES	07
Department of Pakistan Studies	07
BS Pakistan Studies(4 years)	08
BS Pakistan Studies (2.5 years)	11
Department of Commerce	14
BS Accounting & Finance (4 years)	14
BS Accounting & Finance(2.5 years)	16
Department of Business Administration	19
BBA(4 years)	19
BBA (2.5 years)	23
Department of Economics	26
BS Economics(4 years).....	26
BS Economics (2.5 years).....	28
Department of History	31
BS History(4 years).....	31
Department of Sociology	35
BS Sociology (4 years)	35
Department of library and information sciences	39
BS library (2.5 years).....	39

Department of Gender and Women Studies	42
BS Gender and Women Studies (2.5 years).....	42
Department of English	44
BS English (2.5 years)	44
Department of Mass Communication	48
BS Mass Communication (2.5 years)	48
GENERAL INFORMATION	52
Procedure for Depositing Fee	53
Procedure of fee Deposit through Telecos	54
Regulations for Refund of Admission Fee.....	57
Important Telephone Numbers	58
Part time Regional Coordinators.....	59

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 repute. The university made a landmark progress by ensuring access to quality education for rural areas under-privileged students and the people of all ages particularly the females can now select and join the programs of their choice, while sitting at their residence and simultaneously with continuing their jobs. After assessing the success of many degree programs in Pakistan, AIOU is now going to offer a variety of range programs for the students residing worldwide. 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 postgraduate programs at rural and remote areas providing an unparalleled opportunity to all the poor and deprived segments 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 discipline of educational programmes using their Learning Management system (LMS) portal support online.



Committed to your bright future.

Prof. Dr. Nasir Mahmood
Vice Chancellor

AIOU Grading Scheme *

Marks	Grade
80% and above	A+ Grade
70% to 79%	A-Grade
60% to 69%	B-Grade
50% to 59%	C-Grade
40% to 49%	D-Grade
Below 40%	Fail

* For those students who were enrolled under grading scheme.

AIOU GPA/CGPA Scheme **

Marks %	Grade Point Average	Marks %	Grade Point Average	Marks %	Grade Point Average	Marks %	Grade Point Average
50	2.00	58	2.54	66	3.07	74	3.61
51	2.07	59	2.60	67	3.14	75	3.68
52	2.13	60	2.67	68	3.21	76	3.74
53	2.20	61	2.74	69	3.27	77	3.81
54	2.27	62	2.80	70	3.34	78	3.88
55	2.34	63	2.87	71	3.41	79	3.94
56	2.40	64	2.94	72	3.47	80-100	4.00
57	2.47	65	3.01	73	3.54		

Marks Obtained	Grade	Grade Point Average (GPA)
80-100%	A	4
65-79%	B	3
50-64%	C	2
Below 50%	F	0

** For those students who were enrolled under GPA/CGPA Scheme.

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 PROGRAMMES 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://aiou.edu.pk/oas-fresh-admission**](https://aiou.edu.pk/oas-fresh-admission)
2. Press link “[**Application for New Admission**](#) \implies [**Click here**](#)”
3. Get register by entering your email or mobile phone number
4. Login into your registered account
5. Fill all the requisite fields of admission form
6. After filling the admission form, print out your “Challan Form”.
7. Using printed challan form and submit your fee in any branch of FWBL, ABL, MCB or UBL.
8. **You can also deposit fee through Upaisa, Jazzcash & Easypaisa.**

APPLY ONLINE (CONTINUE STUDENTS):

1. Visit website: [**https://aiou.edu.pk/cms-continuing-students**](https://aiou.edu.pk/cms-continuing-students)
2. Press link “[**CMS for Continuing Students**](#)”; ([**https://enrollment.aiou.edu.pk**](https://enrollment.aiou.edu.pk))
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.

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.*

Revised Policy for Assessment for BS Programs

As per revised formula securing passing marks in assignment/practical and other components is not compulsory w.e.f. Autumn, 2021 onwards, however, passing marks i.e. 50% in final exams will be mandatory. If a student gets 50 marks out of 100 in the final exam and does not score 50% aggregate marks, he/she will be declared Fail in the respective course and he/she will have to re-register/re-admit in the respective course, whenever said course (s) are offered in any of the subsequent semester (s).

Assignments	Workshop (attendance/quizzes, etc.)	Final Exam	Passing Marks
20%	30%	50%	50% (in aggregate) however 50% marks in final exams is mandatory

There is no change in formula for Teaching Practice 1 & 2, Research Projects, Long Term Internship and such courses where grading formula/scheme of studies is different and workshops/projects are having weightage of marks, students will have clear/pass them too.

Revised Policy: Reappear and Again Reappear

The Policy of Re-appear and Again Re-appear is being discontinued and the concerned students will have to re-register/re-enroll or re-admit in the failed courses (s).

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 educational journey through formal system of education. The University (AIOU) operates on semester based system and admits students in Spring and Autumn semesters. Under-graduate admissions are offered in both the semesters whereas postgraduates are offered once a year. The under-graduate students are given course books especially prepared by the university on self-instructional principles. However, at post graduate level students are encouraged for self study; therefore no text books are provided.

At present, the AIOU is offering programs from Matric to PhD level in diverse disciplines from four faculties. The university has established study centers across the country, where distance education students are provided necessary guidance by their respective tutors. Moreover, the university has

established full time study centers, wherein the students of M.Com, MBA (IT), MBA (Banking and Finance), BS (CS), etc. are being provided instructions, guidance and counseling through face-to-face mode of education. AIOU is also offering four years under-graduate degrees in various disciplines.

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

FACULTY OF ARABIC AND ISLAMIC STUDIES

INTRODUCTION:

The Faculty of Arabic & Islamic Studies was provided in the University Act, 1974. It started functioning as an institute of Arabic & Islamic studies comprising of the departments of Arabic and Islamic studies. The Institute of Arabic and Islamic Studies was upgraded as a full-fledged faculty in 1998. The Faculty of Arabic and Islamic consists of the following departments:

1. Quran and Tafseer
2. Hadith & Hadith Sciences
3. Shariah
4. Islamic Thought, History & Culture
5. Arabic Language & Literature
6. Seerah Studies
7. Interfaith Studies
8. Islamic Economics

OBJECTIVES OF THE FACULTY

1. To teach Islamic Studies and Arabic Language from Matric to PhD levels as per contemporary requirements.
2. To conduct advance research on the different aspects of Islamic Studies, Islamic Culture, Arabic Language, Literature and Civilization.
3. To protect Islamic Heritage with the help of modern research tools and techniques.
4. To play leading role in the interpretation of Islamic Teachings, according to the needs of contemporary Pakistani society.
5. To reconstruct Islamic Thought and defending Islam and Islamic identity of Pakistan at national & international forums.
6. To prepare Scholars of Islamic Studies who have the grasp on the different issues of the Islamic Studies in general and command over the different areas of specialization such as Quran, Tafseer, Hadith, Shariah & Law, Islamic thought, History, Culture, Civilization and Muslim languages particularly Arabic language.
7. To establish a cadre of specialists and professionals experts in different fields of Islamic Studies who can provide effective leadership in guiding and conducting quality research in the various disciplines of Islamic and Arabic Studies.
8. To provide opportunity of professional growth and development to the scholars of Islamic studies in general and in service personals in particular.
9. To develop linkage between different highly reputed institutions of Islamic learning in general and institutions of muslim world in particular.
10. To create interfaith harmony and environment of dialogue between Islamic and other civilizations.

PROGRAMMES OFFERED BY THE FACULTY

1. Postdoctoral Fellowship
2. Ph.D Islamic Studies (General)
3. Ph.D Islamic Studies (with specialization in Quran & Tafseer)
4. Ph.D Shariah
5. Ph.D Arabic
6. M.Phil Islamic Studies (General)
7. M.Phil Islamic Studies (with specialization in Quran & Tafseer)
8. M.Phil (Arabic Language and Literature)
9. M.S Shariah
10. MA Islamic Studies (General)
11. MA Islamic Studies with specialization in
 - i. Quran & Tafseer
 - ii. Hadith & Seerah
 - iii. Islamic Law & Jurisprudence
12. MA (Arabic Language and Literature)
13. Post Graduate Diploma "IFTAA"
14. Diploma "Islamic Finance"
15. BS Arabic
16. BS Islamic Finance
17. BS Islamic Studies (International)
18. BS Islamic Studies (General)
19. BS Islamic Studies (Specialization in Quran & Tafseer)
20. BS Islamic Studies (Specialization in Hadith)
21. BS Islamic Studies (Specialization in Seerat Studies)
22. BS Islamic Studies (Specialization in Sharia)
23. BS Islamic Studies (Specialization in Dars-e-Nizami)

24. BS Islamic Studies (Specialization in Interfaith Studies)
25. Certificate Course "IFTAA"
26. Certificate Course "Imam and Khateeb"
27. Arabic Teachers Training Course (ATTC)
28. Al- Lisan-ul-Arabi
29. Darse-e-Nizami Program (Matric to BA)
 - Al Shahada al-Sanavia al-Aama
 - Al Shahada al-Sanavia al-Khasa
 - Al Shahada al-Aliya

JOURNALS/INDEX OF THE FACULTY:

1. Maaraf-e-Islami (from 2002)
2. Seerat Studies (from 2016)
3. Al-Bahs-ul-Arabi (from 2018)
4. Islamic Research Index.IRI (from 2014)

FUTURE PLANE:

1. Shifting of Programs to Online Mode
2. Strengthening of Dars-e-Nizami Program
3. Launching of Associate Degrees to address Professional Needs
4. Faculty Development/Training for designing research Projects/ language Proficiency
5. Development of newly approved courses at various levels
6. Launching of new Research Journals.

DETAILS OF THE PROGRAM

1. B.S Islamic Finance Program

Eligibility for Admission:

1. HSSC/Intermediate/Equivalence with at least second division/C Grade with 45% marks.
2. Matric with Khassah certificate from HEC Recognized Madaris/Boards with the compulsory condition that they will pass three Basic Courses as per requirement of IBCC, before completion of BS Program.
3. Medium of instruction is English
4. Total Credit hours=126

2. DETAIL OF COURSES:

1st Semester:

S. #	Course Title	Code	Cr.Hrs
1.	English-I (Communication Skills)	9407	03
2.	Introduction to Environment	5443	03
3.	Sociology	9410	03
4.	Arabic Grammar	1919	03
5.	Basic of Information & Communication Technology	5403	03
6.	Quranic Translation-I	1975	01

2nd Semester:

S. #	Course Title	Code	Cr.Hrs
1.	English-II (Academic Reading & Writing)	9408	03
2.	Health and Nutrition	1925	03
3.	Mass Communication	9270	03
4.	(Understanding Maths & Stats)	9417	03

5.	Seerat-e-Tayyibah	3900	03
6.	Quranic Translation-II	1976	01

3rd Semester:

S. #	Course Title	Code	Cr.Hr
1.	Islamic Studies	9401	03
2.	Pakistan Studies	9402	03
3.	English-III (Technical Report Writing Today)	9409	03
4.	Introduction to Quran	1951	03
5.	Introduction to Hadith	2900	03
6.	Quranic Translation-III	1977	01

4th Semester:

S. #	Course Title	Code	Cr.Hrs
1.	Principles of Microeconomics	9301	03
2.	Principles of Accounting	5401	03
3.	Social System of Islam	1909	03
4.	Introduction to Islamic Fiqh	2951	03
5.	Study of Selected Aayaat & Ahadith related to Ahkam	2952	03
6.	Quranic Translation-IV	1978	01

5th Semester:

S. #	Course Title	Code	Cr.Hrs
1.	Principles of Macroeconomics	9302	03
2.	Fundamentals of Money and Banking	8593	03
3.	Introduction to Business Finance	8594	03
4.	Principles of Islamic Jurisprudence	2953	03
5.	Islamic Economic System	1913	03

6.	Quranic Translation-V	1979	01
----	-----------------------	------	----

6th Semester:

S. #	Course Title	Code	Cr.Hrs
1.	Islamic Banking: Theory & Practice	3970	03
2.	Islamic Law of Business Contracts	3971	03
3.	Bank Operations Management	5479	03
4.	Principles of marketing	8407	03
5.	Islamic Law of Zakat and Ushar	2968	03
6.	Quranic Translation-VI	1980	01

7th Semester:

S. #	Course Title	Code	Cr.Hrs
1.	Fundamentals of Islamic Capital and money markets	3977	03
2.	Risk Management in Islamic Banking	3978	03
3.	Financial Accounting	5418	03
4.	AAOIFI'S Shariah Standards -I	3972	03
5.	One Course from Optional Subjects	--	03

8th Semester:

S. #	Course Title	Code	Cr.Hrs
1.	Islamic Assets and funds management	3973	03
2.	AAOIFI'S Shariah Standards-2	3974	03
3.	Insurance and Takaful Management	3979	03

4.	Shariah Governance in Islamic Financial Institutions	3976	03
5.	One Course from Optional Subjects	--	03

OR

S. #	Course Title	Code	Cr.Hrs
1.	AAOIFI'S Shariah Standards-2	3974	03
2.	Insurance and Takaful Management	3979	03
3.	Research Methodology	1922	03
4.	Research Project	3983	06

OR

S. #	Course Title	Code	Cr.Hrs
1.	AAOIFI'S Shariah Standards-2	3974	03
2.	Insurance and Takaful Management	3979	03
3.	Islamic Assets and funds management	3973	03
4.	Shariah Governance in Islamic Financial Institutions	3976	03
5.	Intern Ship	3982	03

List of Optional Courses:

S. #	Course Title	Code	Cr.Hrs
1.	Objectives of Shari'ah	1901	03
2.	Product Development in Islamic Banks	3980	03
3.	Management of Islamic Financial Institutions	3981	03
4.	Current issues in Islamic finance	3975	03

3. Fee Structure B.S Islamic Studies:

Sr.	Nature of Fee	Amount	Description
1	Registration Fee	Rs.500/-	This fee will be paid with the fee of first semester
2	Admission Fee	Rs.1000/-	Once at the time of Admission
3	Technology Fee	Rs.500/-	-----
4	Per 03 credit course Fee	Rs.2100/-	-----
5	Total Fee for First Semester	Rs.13200/-	-----

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

2	Dr. Muhammad Riaz Mahmood	Associate Professor	PhD Islamic Studies MPhil Islamic Studies
3	Dr. Ahmad Raza	Assistant Professor	PhD Islamic Studies MA Islamic Studies ShahadatulAlmiya
4	Dr. Hafiz Tahir Islam Askari	Assistant Professor	PhD Islamic Studies MPhil Islamic Studies MA Islamic Studies ShahadatulAlmiya
5	Dr. Ahmed Abdul Rehman	Lecturer	PhD Islamic Studies M.S Islamic Commercial Law
6	Mr. Hafiz Saeed-ur-Rehman	Lecturer	PhD Islamic Studies (Continue) MPhil Islamic Studies

Faculty Members:

Sr. No.	Name of Faculty Member	Designation	Qualification
1	Prof. Dr. Mohyuddin Hashimi	Dean/ Professor/ Chairman	PhD Islamic Studies MS/MPhil (USA) M.Phil Islamic Studies, (AIOU) University Intensive English (Howard USA)

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, Commerce, Economics, Mass Communication, Sociology, Urdu, Library & Information Sciences, History, Pakistan Studies, English, Gender and Women Studies. 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 and English while preparations are being made to launch MPhil Business Administration.

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, English. 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 M Phil levels. M. Sc 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 Department of Pakistan Studies and to the AIOU.

BS Pakistan Studies 4 Years Programme

Programme Code: 0439

Introduction

For the pragmatic understanding of the socio-political and economic institutions of any country, it is inevitable to study the Geography, History, Politics, Economics and Culture of that particular country in an integrated manner. The purpose of offering BS (4 years) Pakistan Studies is to promote investigative approach, in Social Sciences paradigms, to study Pakistani Society and Culture, Political and Economic Institutions, History and Geography in an integrated and interdisciplinary ways.

Objectives

The main objective of BS (4 years) Pakistan Studies programme is to produce social scientists who can embark on the task of carrying out scientific research in the fields of Pakistan's history, politics, economics, society and culture. We hope, this approach will be helpful to understand the complexities and problems associated with the socio-political and economic development of the country.

Eligibility

The candidates having Intermediate Certificate (at least in 2nd division) will be eligible to apply for the admission in BS (4 years) Pakistan Studies.

Duration

The minimum period for completion of the programme is four years while maximum period will be as per university rule(s) as prescribed by HEC.

Medium of Instruction

The medium of instructions and examinations will be English except the courses of languages and literature.

Scope of Studies

BS (4 years) Pakistan Studies programme would fulfill their innermost satisfaction and their thirst for knowledge as well as the requirements of students for jobs. After completing BS in Pakistan Studies the learners will find the jobs in public as well as in various private sectors. Pakistan Studies is a compulsory subject at college level and after completing BS the candidate may serve as lecturer in colleges as well as Subject Specialist & Senior Subject Specialist in schools in all over the country. Moreover, the candidates have vast opportunities in the field of Research, Tourism and NGOs. The curriculum of BS Pakistan Studies would be also fruitful for those who wish to join Central Superior Services of Pakistan. (CSS)

Scheme of Studies

BS (4 years) Pakistan Studies programme comprises of 129 Credit Hours (CH) of course work. The admission in BS (4 years) would be advertised twice in a year (Autumn and Spring Semesters).

Semester wise break-up of the courses:

Course Load per Semester:	15-21 Credit Hours
Number of Courses per Semester:	5-7 Courses

S#	Categories	No. of Courses Min- Max	Credit Hours Min- Max
1	Compulsory Requirement (No Choice)	09	27
2	General Courses (chosen from other departments)	02	06
3	Discipline Specific Foundation Courses (chosen from other departments)	09	27
4	Major Courses	23	69
	Total	43	129

SEMESTER WISE BREAKUP

SEMESTER 1 18 Credit hours

S#	Code	Course Title	Cr.Hrs
1	9407	English – I	3
2	9374	Pakistan Studies	3
3	5403	Basics of Information & Communication Technology (Compulsory)	3
4	9352	Ideological Foundation of Pakistan	3
5	9404	Public Relations	3
6	9351	Geography of Pakistan -I	3

SEMESTER 2 18 Credit hours

S#	Code	Course Title	Cr.Hrs
1	9408	English-II	3
2	9401/5437	Islamiat / Ethics (For non Muslims) (Compulsory)	3
3	4485	Introduction to Statistics (Compulsory)	3
4	9353	Geography of Pakistan II	3
5	9354	Foreign Policy of Pakistan I	3
6	9403	Pakistani Adab-I	3

SEMESTER 3 18 Credit hours

S#	Code	Course Title	Cr.Hrs
1	9409	English-III	3
2	9369	Minorities & Human Rights in Pakistan	3
3	9410	Introduction to Sociology: Culture & Society	3
4	9417	Understanding of Mathematics & Statistics (Compulsory)	3
5	9355	Foreign Policy of Pakistan -II	3
6	9356	Pakistani Society and Culture -I	3

SEMESTER 4 15 Credit hours

S#	Code	Course Title	Cr.Hrs
1	9416	English-IV	3
2	9375	Research for Development	3
3	9411	Population Studies	3
4	9362	Public Administration	3
5	9358	Genesis of Pakistan Movement	3

SEMESTER 5 **15 Credit hours**

S#	Code	Course Title	Cr.Hrs
1	9438	Methods of Social Research- I: Research Process	3
2	9376	Developing Research Reports	3
3	9264	National & International Current Affairs-I	3
4	9360	Political and Constitutional Development in Pakistan- I	3
5	9361	Pakistani Society and Culture- II	3

SEMESTER 6 **15 Credit hours**

S#	Code	Course Title	Cr.Hrs
1	9363	Pakistan and Neighbours	3
2	9359	Pakistani Languages and Literature-I	3
3	9365	Political and Constitutional Development in Pakistan-II	3
4	9439	Methods of Social Research II: Tools of Data Collection (F.C)	3
5	9377	Natural Resource Management (F.C)	3

SEMESTER 7 **15 Credit hours**

S#	Code	Course Title	Cr.Hrs
1	9366	Cultural Diversity of Pakistan	3
2	9367	Economic Development in Pakistan-I	3
3	9368	Urbanization in Pakistan	3
4	9364	Pakistani Languages & Literature-II(M.C)	3
5	9440	Sociology of Development: Meaning and Explanation	3

Fee Tariff

Item	Fee
Registration Fee (once, if not already registered with AIOU)	500
Admission Fee	1000
Technology Fee (per semester)	500
Tuition fee per 3 Credit Hours Course = Rs.2100 × 6 = 12600	12,600
Total Rs.	14,600/-

Assessment/Weightage:

Assessment criteria as per revised rules and regulations of the university on page (viii)

1. Workshops

There would be workshop for 6 days each 3 credit hour course. (Online)

2. Study Material

The University will provide study material to the students at the start of each semester in the form of soft copy as per AIOU policy.

3. Change of Rules

Any amendment made by the University in BS (4 years) rules will be applicable to the BS (4 years) Pakistan Studies programme (as per rules).

1. Professor Dr. Badshah Sardar, Chairman,
051-9250074, badshah.sardar@aiou.edu.pk
2. Dr. Samina Yasmeen, Associate Professor,
051-9057836, samina.yasmeen@aiou.edu.pk
3. Malik Akhter Hussain, Assistant Professor,
051-9057751, a.hussain@aiou.edu.pk
4. Dr. Khalid Mahmood, Lecturer,
051-9057831, Khalid.mahmood@aiou.edu.pk

BS Pakistan Studies 2.5 Years Programme

Introduction

For the pragmatic understanding of the socio-political and economic institutions of any country, it is inevitable to study the Geography, History, Politics, Economics and Culture of that particular country in an integrated manner. The purpose of offering BS (4 years) Pakistan Studies is to promote investigative approach, in Social Sciences paradigms, to study Pakistani Society and Culture, Political and Economic Institutions, History and Geography in an integrated and interdisciplinary ways.

Objectives

The main objective of BS (2.5 years) Pakistan Studies Programme is to produce social scientists who can embark on the task of carrying out scientific research in the fields of Pakistan's history, politics, economics, society and culture. We hope, this approach will be helpful to understand the complexities and problems associated with the socio-political and economic development of the country.

Eligibility

An applicant having 14-years bachelor's degree with BA/BSc/BCom) (at least 50% marks) with any subject(s) from any HEC recognized institution is eligible for admission. There is no merit and age determination. All students who fulfill above criteria will be given admission.

Interested candidates are advised to follow the admission procedure as laid down by the AIOU. For this purpose, visit AIOU website <<https://aiou.edu.pk>>.

Duration

The minimum period for completion of the Programme is 2.5 years while maximum period will be 5 Years or as per AIOU rule(s) as prescribed by HEC.

Medium of Instructions

The medium of instructions and examinations will be English except the courses of languages and literature.

Scope of Studies

BS (2.5 years) Pakistan Studies Programme would fulfill their innermost satisfaction and their thirst for knowledge as well as the requirements of students for jobs. After completing BS in Pakistan Studies the learners will find the jobs in public as well as in various private sectors. Pakistan Studies is a compulsory subject at college level and after completing BS the candidate may serve as lecturer in colleges as well as Subject Specialist & Senior Subject Specialist in schools in all over the country. Moreover, the candidates have vast opportunities in the field of Research, Tourism and NGOs. The curriculum of BS Pakistan Studies also would be fruitful for those who wish to join Central Superior Services of Pakistan. (CSS) or Provincial Management Services (PMS).

Semester wise break-up of the courses:

Course Load per Semester: 15-21 Credit Hours

Number of Courses per Semester: 5-7 Courses

S. No	Semester	No. of Courses Min	Credit Hours
1	1 st Semester (Bridging)	06	18
2	2 nd Semester	05	15
3	3 rd Semester	05	15
4	4 th Semester	05	15
5	5 th Semester	05	15
	Total	26	78

SEMESTER WISE BREAKUP**SEMESTER 1**

S.No	Course Title	Code	Cr.Hrs
1.	Foreign Policy of Pakistan-I	9354	3
2.	Foreign Policy of Pakistan-II	9355	3
3.	Minorities and Human Rights in Pakistan	9369	3
4.	Public Administration	9362	3
5.	Geography of Pakistan-I	9351	3
6.	Geography of Pakistan II	9353	3

SEMESTER 2 Credit hours

S.r	Course Title	Code	Cr.Hrs
1.	Methods of Social Research-I: Research Process	9438	3
2.	National and International Current Affairs-I	9264	3

3.	Political and Constitutional Development in Pakistan-I	9360	3
4.	Pakistani Society and Culture -II	9361	3
5.	Development Research Reports	9376	3

SEMESTER 3 Credit hours

S.r	Course Title	Code	Cr.Hrs
1.	Pakistan and Neighbours	9363	3
2.	Pakistani languages and Literature-I	9359	3
3.	Political and Constitutional Development in Pakistan- II	9365	3
4.	Methods of Social Research- II: Tools of Data Collection(F.C)	9439	3
5.	Natural Resource Management (F.C)	9377	3

SEMESTER 4 Credit hours

S.r	Course Title	Code	Cr.Hrs
1.	Cultural Diversity of Pakistan	9366	3
2.	Economic Development in Pakistan-I	9367	3
3.	Urbanization in Pakistan	9368	3
4.	Pakistani languages and Literature-II (M.C)	9364	3
5.	Sociology of Development: Meaning and Explanation	9440	3

SEMESTER 5 Credit hours

S.r	Course Title	Code	Cr.Hrs
1.	Economic Development in Pakistan-II	9370	3
2.	Political Parties and Pressure	9371	3

	Groups in Pakistan		
3.	Social Changes in Pakistan	9372	3
4.	Constitutional Development: The politics of Amendments	9373	3
5.	Archeology of Pakistan	9357	3

Fee Tariff:

Item	Fee
Registration Fee (once, if not already registered with AIOU)	500
Admission Fee	1000
Technology Fee (per semester)	500
Tuition fee per 3 Credit Hours Course = Rs.2100 × 6 = 12600	12,600
Total Rs.	14,600/-

3. Assessment

The assessment of the students will be as per rules of the AIOU.

4. Workshops

There would be workshop for 6 days (2 hours per day) for each 3 credit hour course. Workshop is a compulsory component. It is required for pass the course. It carries 10 marks as per rules.

5. Quiz

At the end of the workshop of each course, there will be a quiz for students having 20 Marks. Passing Marks for

quiz will be 50 percent.

6. Study Material

The University will provide study material to the students at the start of each semester in soft form as per AIOU policy.

7. Change of Rules

Any amendment made by the University in BS (2.5 years) rules will be applicable to the BS (2.5 years) Pakistan Studies Programme (as per rules).

DEPARTMENT OF COMMERCE

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

SCHEME OF STUDIES BS (ACCOUNTING & FINANCE) Programme Code: 0439

1st Semester

S #	Course Title	Code	Cr. Hrs.
1	Islamiat/Ethics (For Non Muslims Students)	5436/5437	3
2	Compulsory English-I	5404	3
3	Fundamentals of Business	5402	3
4	Principles of Accounting	5401	3

5	Principles of Micro Economics	9301	3
6	Applied Mathematic for Business and Social Sciences	5405	3
2nd Semester			
1	Pakistan Studies	5438	3
2	Compulsory English-II	5411	3
3	Basics of ICT	5403	3
4	Cost Accounting	5410	3
5	Principles of Macro Economics	9302	3
6	Statistics for Management	5412	3
3rd Semester			
1	Principles of Management	5414	3
2	Business Communication	5409	3
3	Fundamentals of Money and Banking	8593	3
4	Financial Accounting	5418	3
5	Business Taxation	5445	3
6	Commercial Geography	8595	3
4th Semester			
1	Auditing	5417	3
2	Introduction to Business Finance	8594	3
3	Advanced Accounting	5419	3
4	Business Law	5413	3
5	Islamic Banking	5421	3

5th Semester			
1	Advanced Financial Accounting	5059	3
2	Bank Operations Management	5479	3
3	E-Commerce	5060	3
4	Basics of Technical English	5027	3
5	Introduction to Sociology	9410	3
6	Pakistani Adab-I	9403	3
6th Semester			
1	Managerial Accounting	5031	3
2	Business Research	5034	3
3	Non-Banking Financial Institutions	5478	3
4	Marketing Management	5037	3
5	Introduction to Environment	5443	3
6	Iqbaliyat	9437	3
7th Semester			
1	Financial Management	5040	3
2	Corporate Law	5480	3
3	Taxation Management	5055	3
4	Money and Capital Markets	5054	3
5	Public Sector Accounting	5061	3
8th Semester			
1	Financial Reporting-I	5062	3
2	Corporate Finance	5051	3
3	Advanced Auditing	8533	3

	Financial Reporting II	5063	3
4	Research Project Or	8566	6
	1. Project Management	5047	3
	2. Entrepreneurship	5026	3
	Or		
	1. Project Management	5047	3
	2. Internship	8569	3
	Total Credit Hours		138

Admission Criteria

- i. Candidates having intermediate or equivalent qualification with at least 45% marks are eligible to apply for admission.

Methods of Instruction

- i. The program will be offered according to ODL Education Policy.
- ii. Learning Management Systems (LMS) shall be sourced for hosting academic material delivery of instructions.

Assessment/Weightage:

Assessment criteria as per revised rules and regulations of the university on page (viii)

Award of Degree

- i. Successful completion of all required courses.
- ii. Internship Report (if chosen):
 - a) A student will be required to complete internship of three (03) months and submit internship report to the department for evaluation. Guidelines regarding internship report will be provided by the department.

- b) On successful completion and submission of internship report, viva voce examination will be held in the department.
- iii. Successful completion of research project (if chosen), viva voce examination will be held in the department.

BS Accounting & Finance 2.5 years

Duration:

Two and half (2.5) years consisting of five semesters.

Admission Criteria:

Candidates having bachelor (BA/BSc/B.Com/BBA) or equivalent qualification (fourteen years of education) with at least 50% marks are eligible to apply for admission.

Semester I (Bridging)

S.r	Course Title	code	Cr.Hrs
1.	Commercial Geography	8595	3
2.	Financial Accounting	5418	3
3.	Introduction to Business Finance	8594	3
4.	Principles of Management	5414	3
5.	Fundamentals of Money and Banking	8593	3
6.	Auditing	5417	3

Semester II

S.r	Course Title	code	Cr.Hrs
1.	Advanced Financial Accounting	5059	3
2.	Bank Operations Management	5479	3

3.	E-Commerce	5060	3
4.	Basics of Technical English	5027	3
5.	Introduction to Sociology	9410	3
6.	Pakistani Adab-I	9403	3

Semester III

S.r	Course Title	code	Cr.Hrs
1.	Managerial Accounting	5031	3
2.	Business Research	5034	3
3.	Non-Banking Financial Institutions	5478	3
4.	Marketing Management	5037	3
5.	Introduction to Environment	5443	3
6.	Iqbaliyat	9437	3

Semester IV

S.r	Course Title	code	Cr.Hrs
1.	Financial Management	5040	3
2.	Corporate Law	5480	3
3.	Taxation Management	5055	3
4.	Money and Capital Markets	5054	3
5.	Public Sector Accounting	5061	3

Semester V

S.r	Course Title	code	Cr.Hrs
1.	Financial Reporting I	5062	3
2.	Corporate Finance	5051	3
3.	Advanced Auditing	8533	3
	Financial Reporting II	5063	

4.	Research Project OR	8566	6
	1. Project Management 2. Entrepreneurship	5047 5026	
	OR		
	1. Project Management 2. Internship	5047 8569	
Total Credit Hours			87

Note: Two courses in lieu of Research project will be as follows:

- i. Project Management
- ii. Entrepreneurship

One course along with the internship will be **Project Management**.

Methods of Instruction:

- i. The program will be offered according to ODL Education Policy, i.e. Asynchronous/synchronous/ Blended Mode of Learning.
- ii. Learning Management Systems (LMS) shall be sourced for hosting academic material delivery of Instructions.

Evaluation system:

Assessment criteria as per rules & regulations of AIOU for BS level program will be applied as under:

Assessment Component	Weightage in the aggregate result
Assignment No. 1& 2	20%
Quiz	20%
Attendance	10%
Final Examination	50%

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

- i. Successful completion of all required courses.
- ii. Internship Report (if chosen):
- c) A student will be required to complete internship of **Six (06) Weeks** and submit internship report to the department for evaluation. Guidelines regarding internship report will be provided by the department.
- d) On successful completion and submission of internship report, viva voce examination will be held in the department.
- ii. Successful completion of research project (if chosen), viva voce examination will be held in the department.

Fee Structure

Item	Fee
Registration Fee: (at the time of 1 st admission in University)	Rs.500/-
Admission Fee: (at the time of 1 st admission in Programme)	Rs.1000/-
Technology Fee (per semester)	Rs.500/-
Per 3 credit hour course fee: Rs.2100/- Rs.2100×6= Rs.12600/-	Rs.12600/-
Total Fee for 1st Semester:	Rs.14,600/-

Note:

- i. In order to attend online classes, a student is required to have a facility of computer with internet connection.
- ii. The workshop will be conducted at the Main Campus or Regional Campuses depending upon the reasonable size of group of students.

Faculty Members of Commerce Department

- 1) **Prof. Dr. Syed Muhammad Amir Shah**
Chairman
Ph: 051-9250153, 051-9576250
E-mail: dramirshah@aiou.edu.pk
- 2) **Mr. Moazzam Ali Tarar**
Assistant Professor
Ph: 051-9576274
E-mail: moazzam.ali@aiou.edu.pk
- 3) **Dr. Muhammad Munir Ahmad**
Lecturer
Ph: 051-9576281
E-mail: munir.ahmad@aiou.edu.pk

- 4) **Ms. Asia Batool**
Lecturer
Ph: 051-9057879
E-mail: asia.batool@aiou.edu.pk
- 5) **Staff:**
Ph: 051-9576295
E-mail: commerce@aiou.edu.pk
- 6) **Ms. Saira Ali**
Research Associate
Ph: 051-9576290
Saira.ali@aiou.edu.pk

DEPARTMENT OF BUSINESS ADMINISTRATION

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 center of excellence in the discipline of Business Management. The Department has assembled outstanding teaching faculty and developed extensive teaching material for the improvement of education in Pakistan.

The department is offering MBA 1.5 year, MBA 2 year, PGD HRM, MS Management Sciences and PhD Business Administration. The department introduced BBA 4 Years programme in Autumn 2017. It is hoped that these programmes would contribute significantly to the national goal of development of professions equipped with modern business techniques. These programmes are designed to provide an opportunity to upgrade the skills and enhance professional qualifications of the future managers. Further, we are of the opinion that the graduates from this university would have recognition in the human resource market and enjoy a respectable status in public and private sector organizations, operating in Pakistan and abroad. The Department has well qualified faculty members including PhDs, MPhil/MS both from national and foreign universities.

The department is offering various programmes in order to achieve the following objectives:

- 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.

BACHELOR OF BUSINESS ADMINISTRATION (BBA 4 Years) Programme Code: 0435

Introduction:

The Higher Education Commission initiated four years degree programme in Business Administration to access best talent at initial stages and provide students the opportunity to have expertise in the discipline of choice.

The purpose of BBA 4 year programme is to enable graduates to better respond to the organizational demands and to help them acquire the skills needed for managing self and others in an organization. The courses of BBA programme are aimed at developing an understanding of the ways in which individuals and groups behave in relation to an organization. It also

focuses on the way organizations shape individual action. The specialized courses of BBA 4 year Programme to enable the students to develop an understanding of particular kind of organizations and to learn different skills appropriate for managerial and administrative tasks associated with these organizations.

It is designed to enable students to develop knowledge and skills appropriate for them to effectively manage their own activities. At Department of Business Administration, AIOU a blend of theory and practical knowledge is applied in this programme.

Objectives:

The Business Administration programme of AIOU is designed to achieve the following objectives:

1. To prepare professionally trained leaders for public and private sector organizations and to train managers to cater to the needs of complex and changing business environment.
2. To inculcate future orientation in the managers which encourage continuous learning and habitual receptiveness to new ways, identifying and dealing with opportunities and problems in the business world.

Eligibility

The applicants having intermediate with at least 2nd division (45% marks) would be eligible to apply for BBA 4 years programme.

Duration

As per guidelines of HEC, BBA comprises total 42 course 128 credit hours of study will be spread over 8 semesters, comprises of total 128 Credit hours in lieu of term paper. The Student have to take Internship programme of 6 to 8 weeks after sixth semester. The minimum period required for its completion will be 4 years (maximum duration is 8 years).

Total Credit Hours are 128 in both cases (42 courses if student opt for term paper and 43 courses if student opted 2 courses in lieu of term paper)

41+1 term paper=42

41+2 courses in lieu of term paper =43

Scheme of Study

1st Semester

Sr#	Course Title	Code	Cr Hrs
1.	Principles of Accounting	8401	3
2.	Fundamentals of Business	8402	3
3.	Fundamentals of Computers	8403	4
4.	Islamic Studies/ Ethics (for Non- Muslim)	5466/ 5467	2
5.	English-I	9407	3

2nd Semester

Sr#	Course Title	Code	Cr Hrs
1.	Advanced Accounting	8404	3
2.	Applied Math for Business and Social Science	5405	3
3.	Principles of Microeconomics	9301	3
4.	Principles of Marketing	8407	3
5.	Pakistan Studies	5465	2

3rd Semester

Sr#	Course Title	Code	Cr Hrs
1.	Cost Accounting	8408	3
2.	English-II	9408	3
3.	Statistics for Management	5412	3
4.	Business Communication-I	8410	3
5.	Introduction to Psychology	8411	3

4th Semester

Sr#	Course Title	Code	Cr Hrs
1.	Principles of Macroeconomics	9302	3
2.	Introduction to Logic	8413	3
3.	Introduction to Business Finance	8414	3
4.	Business Communication-II	8415	3
5.	Introduction to Sociology: Culture and Society	9410	3
6.	Pre-Calculus	4431	3

5th Semester

Sr#	Course Title	Code	Cr Hrs
1.	Statistical Inferences	8417	3
2.	Production & Operations Management	8418	3
3.	Management Theory and Practice	8419	3
4.	Business Ethics	8420	3
5.	Business and Labor Laws	8421	3

6th Semester

Sr#	Course Title	Code	Cr Hrs
1.	Financial Management	8422	3
2.	Marketing Management	8423	3
3.	Entrepreneurship	8424	3
4.	Human Resource Management	8425	3
5.	Introduction to E- Business	8426	3

7th Semester

Sr#	Course Title	Code	Cr Hrs
1.	Organizational Behavior	8427	3
2.	Consumer Behavior	8428	3
3.	Management Information System	8429	3
4.	Project Management	8430	3
5.	Business Research	8431	3
6.	Economy of Pakistan	8432	3

8th Semester (Specialization S No 1 to 4)

Sr#	Course Title	Code	Cr Hrs
1.	Elective – I		3
2.	Elective – II		3
3.	Elective – III		3
4.	Elective – IV		3
5.	Term Paper Or Two course at serial no. 6 & 7 below in lieu of term paper	8445	6
6	Corporate Governance	5017	3
7	Total Quality Management	5011	3
Elective/Specialization Courses:			
Marketing			
1.	International Marketing	8433	3
2.	Marketing of Services	8434	3
3.	Marketing Research	8435	3
4.	Distribution Channels	8436	3
Human Resource Management			
1.	Human Resource Development	8437	3
2.	Training and Development	8438	3
3.	Compensation Management	8439	3
4.	Leadership and Team Management	8440	3
Banking and Finance			
1.	Financial Markets and Institutions	8441	3
2.	Auditing	8442	3
3.	Taxation Management	8443	3
4.	Banking Law and Practice	8444	3

Admission Procedure

1. Applications for admission will be invited through advertisement in the newspapers.
2. BBA-4 years admissions would be offered as determined by the Department.
3. The qualifying candidates as per criteria mentioned are required to deposit their fee in the approved branches of Banks given in the prospectus.
4. Incomplete admission forms will not be entertained in any case.

Note: Admission can also be applied online.

(Provision of valid email is mandatory for BBA Programme)

Medium of Instruction

Medium of Instructions and examination will be English only.

Method of Instruction

BBA 4-years (specializations in Marketing, Human Resource Management and Banking & Finance) would be offered through ODL as per aiou policy.

BBA Workshop

At the end of each semester, workshop will be arranged for all the courses. The workshop would be held as per University policy. Attendance and Quiz is graded for each course. Workshop includes the following activities: Lectures of the resource person, Command tasks, simulation and role playing activities and Quiz of the students. No reappear of workshop.

Assessment/Weightage:

Assessment criteria as per revised rules and regulations of the university on page (viii)

Fee Structure

Item	Fee
Registration fee:	Rs.500/-
Admission fee:	Rs.1000/-
Technology Fee (per semester)	Rs.500/-
Per one credit hour fee = 700 (700 x 15 Credit Hours) = 10,500	Rs.10,500/-
Total Fee for First Semester:	Rs.12,500/-

**Note: Admission can also be applied online.
(Provision of valid email is mandatory for BBA Programme)**

Degree Requirements

Following are the requirements for the award of BBA 4 Years degree.

1. Successful completion of all required courses.
2. After completion of 6th semester student is eligible for 6 to 8 weeks internship At the end if their internship the student will required to submit a certificate from the concerned organization to the department.
3. Student opted for term paper of 6 credit hours will require to submit term paper in department for evaluation.
4. Viva voce examination: On successful completion of term paper, comprehensive/viva voce shall be held as per AIOU rules. The said exam will be arranged at AIOU main campus only.

Rules & Regulations

Rules and regulations, in line with the HEC guidelines and applicable in the AIOU, as amended from time to time will be adopted in this programme. Format and procedure for term paper will be communicated to students in due course of time.

SEMESTER WISE SCHEME OF STUDIES BBA (BA/BSc Based) 2.5 years

Duration:

Two and half (2.5) years consisting of five semesters.

Admission Criteria:

Candidates having bachelor (BA/BSc/B.Com/BBA) or equivalent qualification (14-years of education) with at least 50% marks are eligible to apply for admission.

BRIDGING SEMESTER

S.r	Course Title	code	Cr.Hrs
1.	Principles of Accounting	8401	3
2.	Fundamental of Business	8402	3
3.	Principles of Marketing	8407	3
4.	Cost Accounting	8408	3
5.	Business Communication I	8410	3
6.	Introduction to Business Finance	8414	3

FIRST SEMESTER

S.r	Course Title	code	Cr.Hrs
1.	Statistical Inferences	8417	3
2.	Production & Operations Management	8418	3
3.	Management Theory and Practice	8419	3
4.	Business Ethics	8420	3
5.	Business and Labor Laws	8421	3

SECOND SEMESTER

S.r	Course Title	code	Cr.Hrs
1.	Financial Management	8422	3

2.	Marketing Management	8423	3
3.	Entrepreneurship	8424	3
4.	Human Resource Management	8425	3
5.	Introduction to E- Business	8426	3

THIRD SEMESTER

S.r	Course Title	code	Cr.Hrs
1.	Organizational Behavior	8427	3
2.	Consumer Behavior	8428	3
3.	Management Information System	8429	3
4.	Project Management	8430	3
5.	Business Research	8431	3
6.	Economy of Pakistan	8432	3

FOURTH SEMESTER

S.r	Course Title	code	Cr.Hrs
1.	Elective – I	Specialization	3
2.	Elective – II		3
3.	Elective – III		3
4.	Elective – IV		3
5.	Term Paper Or Two courses mentioned below in lieu of term paper	8445	6
6.	Corporate Governance	5017	3
7.	Total Quality Management	5011	3

Elective/Specialization Courses:			
Marketing			
2.	International Marketing	8433	3
3.	Marketing of Services	8434	3
4.	Marketing Research	8435	3
5.	Distribution Channels	8436	3
Human Resource Management			
2.	Human Resource Development	8437	3
3.	Training and Development	8438	3
4.	Compensation Management	8439	3
5.	Leadership and Team Management	8440	3
Banking and Finance			
2.	Financial Markets and Institutions	8441	3
3.	Auditing	8442	3
4.	Taxation Management	8443	3
5.	Banking Law and Practice	8444	3

Medium of Instructions

Medium of instructions and examination will be English.

Methods of Instruction:

The program will be offered according to ODL Education Policy, i.e. Asynchronous/synchronous/ Blended Mode of Learning. Learning Management Systems (LMS) shall be sourced for hosting academic material delivery of Instructions.

Evaluation system:

Assessment criteria as per rules & regulations of AIOU for BS level program will be applied as under:

Assessment Component	Weightage in the aggregate result
Assignment No. 1& 2	20%
Quiz	20%
Attendance	10%
Final Examination	50%

Rules & Regulations

Rules and regulations, in line with the HEC guidelines and applicable in the AIOU, as amended from time to time will be adopted in this program. Format and procedure for term paper will be communicated to students in due course of time.

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

- i. Successful completion of all required courses.
- ii. Student will require to complete a term paper of 6 credit hours and submit to the department for evaluation.
- iii. After successful completion of 20 courses, students are required to undertake internship in any organization for a period of 6-8 weeks. Internship completion certificate issued by the respective organization must be submitted to the department. Detailed guidelines in this regard would be shared with the student accordingly.
- iv. Viva voce examination: On successful completion entire scheme of studies, viva voce shall be held as per AIOU rules. The said exam will be arranged at AIOU main campus only.

Fee Tariff

Item	Fee
Registration Fee: (at the time of 1 st admission in University)	Rs.500/-
Admission Fee: (at the time of 1 st admission in Programme)	Rs.1000/-
Technology Fee (per semester)	Rs.500/-
Per 3 credit hour course fee: Rs.2100/- Rs.2100×6= Rs.12600/-	Rs.12600/-
Total Fee for 1st Semester:	Rs.14,600/-

Faculty Members:

- 1) **Dr. Muhammad Majid Mahmood Bagram**
Associate Professor
Ph: 051-9057406
- 2) **Dr. Adnan Riaz**
Assistant Professor
Ph: 051-9057272
- 3) **Mr. Salman Ali Qureshi**
Assistant Professor
Ph: 051-9057840
- 4) **Dr. Mubashar Hassan Zia**
Assistant Professor
Ph: 051-9057477
- 5) **Mahmood ul Hasan**
Lecturer
Ph: 051-9057855
- 6) **Mr. Sadar Ayub Khan**
Lecturer
Ph: 051-9057416
mba@aiou.edu.pk
- 7) **Mrs. Mobashira Hamid Alvi**
Lecturer
Ph: 051-9057186
mobashira.alvi@aiou.edu.pk
- 8) **Syeda Attiya Rahat**
Lecturer
Ph: 051-9057802
- 9) **Mr. Ahmed Hasan Javed**
Lecturer
Ph: 051-9057250
- 10) **Mr. Muhammad Ehsan Javaid**
Lecturer (Program Coordinator)
Ph: 051-9057250
ehsan.javaid@aiou.edu.pk

DEPARTMENT OF ECONOMICS

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 established itself as a reputable academic department and achieved a country wide reputation for introducing programs for higher studies and research in economics. At present, the department offers MSc and MPhil program in economics. In semester Spring, 2023 department is going to offer BS Economics program and in near future Ph.D. level programs in economics. The department currently has well qualified teaching faculty possessing Ph.D. degree from foreign as well as local well reputed institutions. Moreover, the department continuously collaborates with economists, academicians, and researchers of other academic institutions for students' supervision as resource persons and as part-time teaching.

i) BS ECONOMICS PROGRAMME: (4 Years)

Aims and Objectives of BS Economics

- To provide the general knowledge of the economy, National Income, and various methods of National Income Accounting.
- To provide the basic knowledge of various economic theories and economic models
- To enable the students to attain basic understanding of the core courses of the discipline.

- To empower the students for getting different analytical skills
- To strengthen the students for understanding the policy formulation at various levels

Eligibility Criteria:

An applicant having second class (minimum 45% marks) in intermediate (F.A/FSc.) or equivalent is eligible for admission.

Medium of Instruction:

The medium of instructions and examinations will be English except the courses of languages and literature.

Mode of Study:

The program will be offered according to ODL Education Policy. Asynchronous/ Synchronous/ Blended mode of learning. Learning Management System (LMS) shall be sourced for hosting Academic/Instructional Material's delivery. Study guides and study material will be uploaded on AIOU website.

Assessment/Weightage:

Assessment criteria as per revised rules and regulations of the university on page (viii)

Workshops:

The online workshops will be conducted as per AIOU policy.

Duration of the Program:

Duration The duration of this program is minimum 4 years. Extension in studies may be granted as per existing AIOU and HEC rules.

Change of Rules

Any amendment made by the University in BS Program rules and in scheme of study will be applicable to the BS Economics program (as per rules)

SCHEME OF STUDY B.S ECONOMICS

Semester-I

S.r	Course Title	code	Cr.Hrs
1.	Compulsory English -I	9407	3
2.	General Science	6404	3
3.	General Mathematics & Statistics	6401	3
4.	Literature of Pakistani Languages	9006	3
5.	Introduction to Sociology	9410	3
	Total		15

Semester –II

S.r	Course Title	code	Cr.Hrs
1.	Compulsory English – II	9408	3
2.	Introduction to Environment	5443	3
3.	Basic of information & communication technology	5403	3
4.	Introduction to Statistics	4485	3
5.	Geography of Pakistan	9351	3
	Total		15

Semester – III

S.r	Course Title	code	Cr.Hrs
1.	Basics of Technical English	9409	3
2.	Pakistan Studies	9374	3
3.	Islamiat / Ethics	9401/5437	3
4.	Economics	9335	3

5.	Fundamentals of Business	5402	3
6.	Total		15

Semester – IV

S.r	Course Title	code	Cr.Hrs
1.	Principles of Microeconomics	9301	3
2.	Principles of Macroeconomics	9302	3
3.	Introduction to Statistics for Economists	9309	3
4.	Introduction to Mathematical Economics	9311	3
5.	Issues in Pakistan Economy	9317	3
6.	Fundamentals of Money and Banking	8593	3
	Total		18

Semester – V

S.r	Course Title	code	Cr.Hrs
1.	Intermediate Microeconomics	9303	3
2.	Intermediate Macroeconomics	9304	3
3.	Intermediate Mathematical Economics	9312	3
4.	Principles of Accounting	5401	3
5.	Intermediate Statistics for Economists	9310	3
6.	Total		15

Semester VI

S.r	Course Title	code	Cr.Hrs
1.	Microeconomic Analysis	9305	3
2.	Macroeconomic Analysis	9306	3

3.	Public Sector Economics	9320	3
4.	Development Economics	9315	3
5.	Research Methodology	9318	3
6.	Internship		3
	Total		18

Semester VII

S.r	Course Title	code	Cr.Hrs
1.	General Equilibrium & Welfare Economics	9307	3
2.	Macroeconomic Dynamics	9308	3
3.	Fundamentals of Econometrics	9313	3
4.	Islamic Economics	9321	3
5.	International Trade Theory & Policy	9319	3
	Total		15

Semester VIII

S.r	Course Title	code	Cr.Hrs
1.	Monetary Economics	9322	3
2.	Econometric Methods & Techniques	9314	3
3.	Research Paper/Project	9333	3
4.	Institutional Economics	9332	3
5.	Energy Economics	9328	3
	Total		15

Note: AIOU reserves the right to make any change(s) anytime in the program partially or fully without any prior intimation.

Fee Tariff:

Registration Fee (once, if not already registered with AIOU)	500
Admission Fee	1000
Technology Fee (per semester)	500
Tuition fee per 3 Credit Hours Course = Rs.2100 × 5	10,500
Total Fee for 1st Semester	12,500

ii) BS ECONOMICS PROGRAMME: (2.5Years)

Objectives of BS Economics (2.5 Years)

The main objective is to achieve the highest possible standards of education, teaching and research in economics. More specific objectives are to:

- Enhance the qualification of those who could not continue their education after BA/BSc/ Associate Degree through formal universities.
- Impart sound theoretical and applied knowledge of economics.
- Develop an ability in students to become effective independent researchers and learners.
- Provide a thorough understanding of the economic theory pertaining to global economic issues and its impact on Pakistan's economy.

Eligibility Criteria:

An applicant having second class (minimum 50% marks) in bachelor's degree BA/BSc/BCom is eligible for admission.

Medium of Instruction:

The medium of instructions and examinations will be English.

Mode of Study:

The program will be offered according to ODL Education Policy. Asynchronous/ Synchronous/ Blended mode of learning. Learning Management System (LMS) shall be sourced for hosting Academic/Instructional Material's delivery. Study material and study guides will be uploaded on AIOU website.

Assessment/Weightage:

Assessment criteria as per revised rules and regulations of AIOU on page (viii).

Workshops:

The online workshops will be conducted as per AIOU policy.

Duration of the Program:

The duration of this program is minimum 2.5 years. Extension in studies may be granted as per existing AIOU and HEC rules.

Change of Rules

Any amendment made by the University in BS Program rules and in scheme of study will be applicable to the BS Economics program (as per rules)

SCHEME OF STUDY OF B.S ECONOMICS (2.5 Years)**Semester-I(Bridging Semester)**

S.r	Course Title	code	Cr.Hrs
1.	Principles of Microeconomics	9301	3
2.	Principles of Macroeconomics	9302	3
3.	Introduction to Statistics for Economists	9309	3
4.	Introduction to Mathematical Economics	9311	3
5.	Issues in Pakistan Economy	9317	3
6.	Fundamentals of Money and Banking	8593	3
	Total		18

Semester – II

S.r	Course Title	code	Cr.Hrs
1.	Intermediate Microeconomics	9303	3
2.	Intermediate Macroeconomics	9304	3
3.	Intermediate Mathematical Economics	9312	3
4.	Principles of Accounting	5401	3
5.	Intermediate Statistics for Economists	9310	3
	Total		15

Semester III

S.r	Course Title	code	Cr.Hrs
1.	Microeconomic Analysis	9305	3
2.	Macroeconomic Analysis	9306	3

3.	Public Sector Economics	9320	3
4.	Development Economics	9315	3
5.	Research Methodology	9318	3
6.	Internship		3
	Total		18

Semester -IV

S.r	Course Title	code	Cr.Hrs
1.	General Equilibrium & Welfare Economics	9307	3
2.	Macroeconomic Dynamics	9308	3
3.	Fundamentals of Econometrics	9313	3
4.	Islamic Economics	9321	3
5.	International Trade Theory & Policy	9319	3
	Total		15

Semester V

S.r	Course Title	code	Cr.Hrs
1.	Monetary Economics	9322	3
2.	Econometric Methods & Techniques	9314	3
3.	Research Paper/Project	9333	3
4.	Institutional Economics	9332	3
5.	Energy Economics	9328	3
	Total		15

Note: AIOU reserves the right to make any change(s) anytime in the program partially or fully without any prior intimation.

Fee Tariff:

Registration Fee (once, if not already registered with AIOU)	500
Admission Fee	1000
Technology Fee (per semester)	500
Tuition fee per 3 Credit Hours Course = Rs.2100 × 6	12,600
Total Fee for 1st Semester	14,600

Faculty Members:

1. Dr. Fouzia Jamshaid

Incharge

Phone: 051-9576800

E-mail: fouzia.jamshaid@aiou.edu.pk

2. Dr. Muhammad Ilyas

Assistant Professor

Phone: 051-9576823

E-mail: mohammad.ilyas@aiou.edu.pk

3. Dr. Atta Ullah Khan

Assistant Professor

Phone: 051-9576824

Email: attaullah.khan@aiou.edu.pk

4. Mr. Rizwan Ahmed Satti

Lecturer

Phone: 051-9576831

E-mail: rizwan.ahmed@aiou.edu.pk

5. Mrs. Saba Irum Malik

Lecturer

Phone: 051-9576845

E-mail: saba.irum@aiou.edu.pk

6. Staff

Phone: 051-9250075, 051-9576845

E-mail: economics@aiou.edu.pk

DEPARTMENT OF HISTORY

The Department of History was established in 1995 as part of the Faculty of Social Sciences & Humanities. Since inception, Department has been offering academic programs at Intermediate, Graduate and Post-graduate level, M.Phil. History and PhD Programmes have been launched since Spring 2015 & Autumn 2017 respectively. According to the current scenario and academic needs, Department of History is offering BS (four years) in History.

BS HISTORY PROGRAMME:

Aims and Objectives of BS in History

- To familiarize the students with theoretical and conceptual foundations of discipline of History.
- To apprise the students with multiple approaches and diverse perspectives on the development of human society.
- To make the students aware of the development in the world history.
- To inculcate awareness about regional history
- To familiarize the integrated approach towards Social Sciences

Skills

- To develop the ability to compare different methods, approaches of thoughts and modes of expression from different historical school of thoughts in global context.
- To develop the skills of critical thinking and formulate logical argument.
- To improve communication skills through interpretation of historical issues and problems.
- To develop writing skills.

Learning Outcomes

- To develop critical approaches towards historical knowledge.
- To inculcate in depth knowledge about historical events and developments.
- To enable student to relate the regional/International dynamics with historical perspectives.
- To apprise students to grasp on sources of history (primary & secondary sources)
- To enable them to write book review, research article, research report and thesis.

Eligibility for Admission

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

Medium of Instruction

The medium of instructions and examinations will be English except the courses of languages and literature.

Mode of Study

- LMS
- Student will upload assignments on LMS with MS/PDF Files.

- Admission through CMS that would provide opportunity for student to study online according to the designed Learning Management System (LMS)

Final Examination

Final examination paper, comprised of 100 marks for each course, will be conducted at the end of each semester. The pass percentage in final examination will be 50% and its weightage in the final result will be 70%. Students are required to complete each component (assignment, workshop and final examination) independently to pass a course.

Assessment System

1. The students are required to submit two assignments for each 3 credit hour course to his/her tutor on LMS only within the specified time according to the assignment schedule. Pass marks in assignment are 50.
2. The students have to appear in the final examination conducted for each course. Pass marks in final examination are 50.
3. The students have to obtain an aggregate of 50 percent (assignment + final examination) in each course to be declared pass in each course.

A Summary of the Assessment System is provided below:

Assessment Component	Total Marks	Passing Marks	Weightage
Assignment-1	100	50	30%
Assignment-2	100	50	
Final Examination	100	50	70%
Aggregate Marks			100
Aggregate Passing Marks			50

Instruction: In the final semester, the student may opt between thesis or 05 courses as mentioned in Semester VIII. The student is required to write thesis on a topic to be decided in consultation with the department and a Supervisor. The evaluation of the thesis should be done within the department. 10 credit hours are allocated for thesis writing and presentation while 5 credit hours of viva voce from thesis would be conducted by the department.

Note: Research Project is compulsory for every students containing 3 Credit hours.

The Department has right to include or exclude or re-shuffle the Courses in different semester. It has also right to offer the courses on availability of faculty in the department.

Scheme of Studies

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

1. BS History is a 120 credit Programme. Each course is of 3 credit hours
2. For BS History Degree, the student has to complete minimum 120 credits/40 courses.
3. A course workshop of 3-4 days for each course will be organized by the Department. It is mandatory for the students to attend this course workshop, wherever it is offered.

1st Semester

Sr.	Course Title	code	Cr.Hrs
1	English-I	9107	3
2	General Science	9404	3
3	Introduction to sociology: Culture and Society	9410	3
4	General Math & Statistics	6401	3
5	Literature of Pakistan Language	9006	3

2nd Semester

Sr.	Course Title	code	Cr.Hrs
1	English-II	9408	3
2	Introduction to Environment	5443	3
3	Economics	9335	3
4	Introduction to Statistics	4485	3
5	Geography of Pakistan	9351	3

3rd Semester

Sr.	Course Title	code	Cr.Hrs
1	English-III	9409	3
2	Pakistan Studies Compulsory (English Version)	9374	3
3	Islamiat or Ethics	9401 5437	3
4	Basic of Information Technology (ICT)	5403	3
5	Soft Skills (Personality Development)	9201	3

4th Semester

Sr.	Course Title	code	Cr.Hrs
1	Introduction to History	9101	3
2	Ancient History of India	9139	3
3	Introduction to Research	9104	3
4	Islamic History (570-661 AD) (Prophet Muhammad S.A.W & Pious Caliphate)	9105	3
5	Muslim Political Thinkers	9140	3

5th Semester

Sr.	Course Title	code	Cr.Hrs
1	Sultanate of Delhi (712-1526)	9141	3
2	Mughals in India (1526-1707 AD)	9142	3
3	Rise and Consolidation of British Power in India	9143	3
4	History of Umayyads	9144	3
5	Methods in Historical Research	9115	3

6th Semester

Sr.	Course Title	code	Cr.Hrs
1	Historiography	9114	3
2	Constitutional Development in British India	9145	3
3	Muslim Struggle for Independence	9146	3
4	History of Later Mughals	9147	3
5	Electoral Politics in Pakistan: Trends and Issues	9148	3

7th Semester

Sr.	Course Title	code	Cr.Hrs
1	Pakistan: History & Politics	9190	3
2	Punjab: History and Politics	9191	3
3	Khyber Pakhtunkhwa: History and Politics	9192	3
4	Sindh: History and Politics	9193	3
5	Balochistan: History and Politics	9194	3

8th Semester

Sr.	Course Title	code	Cr.Hrs
1	Muslim World Since 1945: History & Politics	9195	3
2	Saudi Arabia: History and Politics	9196	3
3	Afghanistan: History and Politics	9197	3
4	India: History & Politics	9198	3
5	Pakistan and the World: Issues and Challenges Or Research Project + viva voce	9199	3

Fee Structure:	
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.2100 x 5=	Rs 10,500./-
Total fee for 1st Semester	Rs12,500./-

Faculty Members:

(Student may contact for guidance):

1. **Dr. Kishwar Sultana**

Chairperson

Ph: 051-9250073, 051-9576717

2. **Dr. Kausar Parveen**

Associate Professor

Ph: 051-9576723

3. **Dr. Abdul Basit Mujahid**

Assistant Professor

Ph: 051-9576725

4. **Ms. Sadia Aziz**

Assistant Professor

Ph: 051-9576724

5. **Dr. Malik Hammad Ahmad**

Assistant Professor

Ph: 051-9576726

6. **Dr. Fozia Umar**

Lecturer,

Ph: 051-9576732

7. **Staff Office**

Ph: 051-9250073, 9576701

Department of Sociology

Introduction

Since 1985 department of Sociology, social work and population studies is committed to empirically rich, conceptually sophisticated, and socially and politically relevant research and scholarship. Keeping the traditions of discipline of Sociology, the department aims to play a key role in developing new intellectual areas and addressing the social problems and ethical dilemmas that face a globalized society. AIOU's Sociology department embraces a theoretically and methodologically diverse range of approaches. The department aims to provide a learning environment in which students are encouraged to think critically and independently.

Objectives of the Department

The objectives of the department are:

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

BS Sociology Program

The 126 credit hours BS Sociology program combines an emphasis on knowledge development and capacity enhancement in social theory and research methods. Students will be 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 of academic disciplines.

Objectives of BS Sociology Program

The main objective is to achieve the higher possible standards of education and research in Sociology. More specific objectives are to:

- Enhance the qualification of those who could not continue their education after HSSC through formal universities.
- Impart sound theoretical and applied knowledge of sociology.
- Develop an ability in students to become creative and critical thinkers about society and related issues.
- Provide a thorough understanding of sociological theory, research methods and different social problems.

Duration

Minimum Duration = 04 years (08 Semesters)

Maximum Duration = 08 years or as determined by the university

Eligibility

- Minimum FA/FSc (12 years education) with at least 2nd Division.

Scheme of Studies**Semester-1**

S.r	Course Title	code	Cr.Hrs
1.	Compulsory English I	9407	3
2.	General Science	6404	3
3.	Sociology-I	9410	3
4.	General Mathematics & Statistics	6401	3
5.	Literature of Pakistani Languages	9006	3
	Total		15

Semester –II

S.r	Course Title	code	Cr.Hrs
1.	Compulsory English II	9408	3
2.	Introduction to Environment	5443	3
3.	Economics	9335	3
4.	Introduction to Statistics	4485	3
5.	Geography of Pakistan-I	9351	3
	Total		15

Semester – III

S.r	Course Title	code	Cr.Hrs
1.	Basics of Technical English	9409	3
2.	Pakistan Studies	9374	3
3.	Islamiat /Ethics	9401/ 5437	3
4.	Basics of ICT	5403	3
5.	Soft Skills (Personality Development)	9201	3
	Total		15

Semester – IV

S.r	Course Title	code	Cr.Hrs
1.	Social change and Social Institutions	9444	3
2.	Introduction to Criminology	9459	3
3.	Social Stratification	9445	3
4.	Sociology of Child Rights and Child Development	9433	3
5.	Conflict Resolution	9446	3
	Total		15

Semester – V

S.r	Course Title	code	Cr.Hrs
1.	Sociology of Gender	9447	3
2.	Human Rights	9448	3
3.	Social Psychology	9449	3
4.	Methods of Social Research	9450	3
5.	Sociological Theory-I	9434	3
	Total		15

Semester VI

S.r	Course Title	code	Cr.Hrs
1.	Development Studies	9451	3
2.	Population Studies	9411	3
3.	Introduction to Social Work	9452	3
4.	Sociological Theory-II	9435	3
5.	Anthropology	9460	3
	Development of Social thought in Sub-continent(New)		3
	Total		15

Semester VII

S.r	Course Title	code	Cr.Hrs
1.	Sociology of Deviance	9453	3
2.	Sociology of Health	9454	3
3.	Advance Research Methods	9455	3
4.	Men and Masculinities	9171	3
5.	Urban Sociology	9456	3
	Introduction to Globalization(New)		3
	Total		15

Semester VIII

S.r	Course Title	code	Cr.Hrs
1.	Community Development	9436	3
2.	Social Problems	9457	3
3.	Rural Sociology	9458	3
4.	Capstone Research Report	9461	3
	Internship		3
	Total		15

Medium of Instruction

Medium of Instructions for BS Sociology is English.

Instructional Methodology for BS Sociology Assessment

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

Assignments

Assignment are the exercises which students are required to complete while being at home or places of work after having

studied the required material prescribed in the study guide/ course materials. They are designed in a way to motivate the student in studying the required materials and enabling them to relate their reading with the objectives of the study. For each 03 credit hours course, you will receive 02 assignments to be completed in given time and submitted online or as prescribed by the university from time to time. The tutor is supposed to return the same after marking and providing the necessary academic guidance. To qualify the assignments component and take the final exam, you must obtain a minimum of 50% marks.

Workshops

The workshops are mandatory and will be organized by the university online or as decided from time to time.

Internship

Every student will complete 9 weeks internship

Final/ Terminal Exam

Final examination (A three hour written exam) will take place at the end of each semester. The students are required to obtain at least 50% marks in the final written exam for each course.

To pass a subject ,the student are required to obtain an aggregate of 50%marks based on the following approved formula assignment = 20% workshop 30% (attendance/quizzes) and final exams 50%

Fee Tariff for BS Sociology

Registration Fee: (at 1st admission in University)	Rs.500/-
Admission Fee: (at 1st admission in Programme)	Rs.1000/-
Technology Fee:	Rs.500/-
Per 3 Credit Hours course fee: Rs.2100 x 5=	Rs 10,500/-
Total fee for 1st Semester	Rs12,500./-

Admission Procedure for BS Sociology

Candidates are required to fill in and submit the online admission forms along with the submission of the required documents. The system will generate a fee voucher/ chalan to be submitted online or through the designated banks branches.

Faculty Members at the Department of Sociology

- 1. Dr. Syed Imran Haider**
Chairman/ Associate Professor
Ph: 051-9250083, 9576650, 9576695
Email: imran.haider@aiou.edu.pk
- 2. Ms. Farhana Khattak**
Assistant Professor
Ph: 051-9576672
Email: farhana.khattak@aiou.edu.pk
- 3. Dr. Nasim Khan Mahsud**
Assistant Professor/Program Coordinator
Ph: 051-92576676
Email: nasim.khan@aiou.edu.pk

- 4. Dr. Asma Khalid**
Assistant Professor
Ph: 051-9576673
Email: asma.khalid@aiou.edu.pk
- 5. Ms. Aleena Saif**
Lecturer
Ph: 051-9576681
Email: aleena.saif@aiou.edu.pk

DEPARTMENT OF LIBRARY AND INFORMATION SCIENCES

Introduction

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

BS 2.5-Year (Library and Information Sciences) Program (Program Code 5518)

Objectives

This is a new 2.5-year program. This scheme of study focuses to give students an understanding of the subjects and theories, principles and methodologies that form the foundation and advancement of LIS. This program intends to enhance

student's abilities in planning and controlling library functions. This new scheme of study will produce highly skilled professional human resource to serve the libraries, resource centers, documentation centers, archives, museums, information centers, and LIS schools. This gives students a proficiency in the skills of management, research, ICT, advocacy, problem-solving, and decision making relevant to information work in a rapidly changing environment along with integrity and social responsibility.

Eligibility Criteria and Procedure of Admission

An applicant having 14-years bachelor's degree with BA/BSc/BCom) (at least 50% marks) with any subject(s) from any HEC recognized institution is eligible for admission. There is no merit and age determination. All students who fulfill above criteria will be given admission.

Interested candidates are advised to follow the admission procedure as laid down by the AIOU. For this purpose, visit AIOU website <<https://aiou.edu.pk>> or contact your Regional Office concerned or the LIS Department.

Pre-requisites from BS (LIS) Students

A BS-2.5 (LIS) student must have a computer with internet connection to successfully complete this program. Download study material from AIOU or LIS Department website. Most updates are available at AIOU website <<https://aiou.edu.pk>> such as matters relating to admission, exam and result, workshop, quiz, assignment, and so on. A student should willingly be hard-working enough to get information and knowledge. Consult your AIOU-appointed tutors for technical

and conceptual guidance. Take full benefit from your tutors and workshops. We are also providing guidance to students via LIS website <<https://lis.aiou.edu.pk/>> and our Facebook page <LIS@AIOU official>; hence join our Facebook page as well. Also keep in touch with your AIOU region concerned.

Scheme of Studies (BS-2.5-Year-LIS)

Duration

The Duration of this program is five semesters, i.e. 2.5 years. However, AIOU reserves the right to make any change(s) anytime in this program partly or wholly without prior notice.

Courses

A student will have to complete 27 courses comprising 81 credit hours. All courses are of 100 marks each. The semester-wise break-up of these courses is as under.

Bridging or 1st Semester of BS-2.5

S.r	Course Title	Code	Cr.Hrs
1.	Introduction to Library and Information Professions	9202	3
2.	Planning Library Building, Space and Services	9205	3
3.	Collection Development and Management	9206	3
4.	Classification and Subject Headings	9208	3
5.	Cataloguing and RDA	9209	3
6.	Language Skills and Communicative Abilities	9266	3

5th Semester of BS-4 / 2nd Semester of BS-2.5

S.r	Course Title	code	Cr.Hrs
1.	Information Architecture	9203	3
2.	Information Science in Transition	9207	3
3.	Integrated Library Automation Systems	9210	3
4.	Library Public Services	9211	3
5.	Library and Web Technology	9212	3
6.	Library and Database Technology	9213	3

6th Semester of BS-4 / 3rd Semester of BS-2.5

S.r	Course Title	code	Cr.Hrs
1.	Modern Information Retrieval Systems	9214	3
2.	Communication Skills for Information Professionals	9215	3
3.	Developing Digital Library	9216	3
4.	Emerging Trends in Library and Information Services	9217	3
5.	Management Basics for Information Professionals	9218	3
6.	Library Analytics and Big Data	9219	3

7th Semester of BS-4 / 4th Semester of BS-2.5

S.r	Course Title	code	Cr.Hrs
1.	Library Security and Safety	9220	3
2.	Marketing of Library and Information Services	9221	3
3.	Archives, Records, and Information Management	9222	3
4.	Knowledge Management	9223	3
5.	Auditing Information Systems	9224	3

6.	Development of Library and Information Professionals	9225	3
----	--	------	---

8th Semester of BS-4 / 5th Semester of BS-2.5

S.r	Course Title	code	Cr.Hrs
1.	Research Methodology in Library and Information Sciences	9226	3
2	Research Thesis	9227	
	In lieu of Research Thesis (9227)		
3.	Evaluation of Library and Information Services	9228	3
4.	Project Management in Libraries, Archives and Museums	9229	3

Mode of Study

This program is offered in ODL mode using LMS. Visit AIOU website or contact your Region concerned or LIS Department for further information in this regard.

Medium of Study

English language only will be the medium of study for any of the components of this program.

Assessment/Evaluation Criteria

As per AIOU policy.

Fee Tariff

Item	Fee
Registration Fee	500
Admission Fee	1000
Technology Fee (per semester)	500
Tuition fee per 3 Credit Hours course = Rs.2,100 × 6 courses	12,600
Total fee for 1st Semester (Bridging) Rs.	14,600

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

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

Faculty Members

1. **Prof. Dr. Pervaiz Ahmad**
Chairman
Email: pervaiz@aiou.edu.pk
Ph: (+92 51) 9576431
2. **Dr. Muhammad Arif**
Assistant Professor
Email: muhhammad.arif@aiou.edu.pk
3. **Dr. Munazza Jabeen**
Assistant Professor
Email: munazza.jabeen@aiou.edu.pk
4. **Dr. Amjid Khan**
Assistant Professor
Email: amjid.khan@aiou.edu.pk
5. **Muhammad Jawwad**
Lecturer/**Coordinator BS Program**
Ph. (+92 51) 9576431
Email: muhhammad.jawwad@aiou.edu.pk

SEMESTER WISE SCHEME OF STUDIES BS Gender & Women Studies (2.5 years)

Semester I

S.r	Course Title	Code	Cr.Hrs
1.	Perspectives of Women Rights in Islam	9168	3
2.	Women and Media	9165	3
3.	Perspective on Gender Studies	9162	3
4.	Pakistani Perspective of Gender Studies	9163	3
5.	Women's Movements in Global Perspective	9173	3
6.	Gender & Law	9175	3

Semester II

S.r	Course Title	Code	Cr.Hrs
1.	Gender & Religion	9181	3
2.	Women and Development	9160	3
3.	Gender & Development	9161	3
4.	Psychology of Gender	9151	3
5.	Men & Masculinities	9171	3

Semester III

S.r	Course Title	Code	Cr.Hrs
1.	Social Construction of Gender	9170	3
2.	Introduction to Anthropology	9169	3

3.	Research Methods in Gender Studies	9155	3
4.	General Mathematics and Statistics	6401	3
5.	Gender & Policy Planning	9178	3

Semester IV

S.r	Course Title	Code	Cr.Hrs
1.	Pakistani Khawateen ka Nasri Adab Main Kirdar	9172	3
2.	Soft Skills (Personality Development)	9201	3
3.	Information Literacy	9204	3
4.	Gender & Post-Colonial Studies	9153	3
5.	Impact of Social Change on Rural Women	9184	3

Semester V

S.r	Course Title	Code	Cr.Hrs
1.	Applied Statistics in Gender Studies	9156	3
2.	Feminist Debates on Gender Inequalities	9157	3
3.	Changing Role of Urban Women	9164	3
4.	Women and Health	9166	3
5.	OR		
6.	Applied Statistics in Gender Studies	9156	3
	Feminist Debates on Gender Inequalities	9157	3
	Thesis	9182	6
Total Credit Hours			75

Admission Criteria:

An applicant having second class (minimum 50% marks) in bachelor's degree BA/BSc is eligible for admission.

Mode of Study: Program study method will be available on LMS portal for each course in every semester. Update instructional material will be available on AIOU website on "soft books tab".

Learning out comes of bridging semester course.

- i. To give a sufficient establishment in the fundamental subject, with the goal that students don't confront with the academic issues when they join major course ahead.
- ii. To overcome any barrier between subjects learned at graduation level and subjects learned at graduation level and subjects they would concentrate on BS.

Workshops and Tutorials:

Through LMS portal

Evaluation system:

Assessment criteria as per rules & regulations of AIOU for BS level program will be applied as under:

Assessment Component	Weightage in the aggregate result
Assignment No. 1& 2	20%
Quiz	20%
Workshop Attendance	10%
Final Examination	50%

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

- i. Successful completion of all required courses.
- ii. Successful completion of research project (if chosen), viva voce examination will be held in the department.

Fee Tariff:

Registration Fee (once, if not already registered with AIOU)	500
Admission Fee	1000
Technology Fee (per semester)	500
Tuition fee per 3 Credit Hours Course = Rs.2100 × 6	12,600
Total Fee for 1st Semester	14,600

Faculty Members

1. Dr.Mrs. Atifa Nasir
Incharge/ Assistant Professor
atifa.nasir@aiou.edu.pk
051-9020079/9057856/9576450
2. Mrs. Maria Mustafa Malik
Assitant Professor
maria_mustafa@aiou.edu.pk
051-9057248
3. Ms. Aqleem Fatimah
Lecturer.
aqleem.kazmi@aiou.edu.pk
0519057842
4. Ms. Mehreen Qaisar
Lecturer
mehreen.qaisar@aiou.edu.pk
051-9057247
5. Dr. Mamoonah Ambreen
Lecturer
mamonah@aiou.edu.pk
051-9576531
6. Staff.
051-9576495
Department of Gender & Women Studies
Block No. 11,
Allama Iqbal Open University, Sector H-8,
Islamabad

BS English (Language and Literature) **2.5 - Year Program**

1. Introduction to BS English Program

The Department offered its flagship BS degree program in English (4-Year) with a unique and diverse blend of courses based on English language and literature initially in Autumn 2019 and admitted its first batch. The department then admitted second, third and fourth batches in the years 2020, 2021 and 2022 respectively.

The program is based on HEC's policy guidelines delineated in curriculum of BS English proposed in 2017. However, HEC's policy of phasing out MA/MSc programs has created a serious need to offer BS English (2.5 -Year) program for BA/BSc degree holders. In accordance with the HEC policy, the students with BA/ BSc degrees are allowed transition to BS English program in 4th semester which serves as bridging semester. Moreover, students with an associate degree in any other discipline are also allowed to earn a BS English degree under this scheme. The program, primarily, focuses on the needs of young learners of English language with little or no prior knowledge and exposure to the fields of English language and literature. Therefore, the scheme of studies includes foundation and specialized courses from both the fields to develop and strengthen critical skills of the learners fundamentally required to peruse their future higher education goals. The program is also expected to engage the learners in

highly critical and academic debates as well as establish and strengthen the foundations for the Department's higher education programs including MPhil (Literature), MPhil (Linguistics) and PhD in English (Linguistics).

2. Objectives

The main objectives of the program are to

- I. provide basic education and training to young learners of English literature and linguistics
- II. equip the learners with mandatory critical skills required to accomplish higher education goals
- III. meet national needs of young and skillful researchers who can address the issues related to Pakistani ELT domain
- IV. develop critical thinking and analytical skills of the learners
- V. provide prospective and aspiring candidates for post graduate studies in Pakistani higher education degree awarding institutions including AIOU

3. Admission/Entry Requirements

An applicant having BA/BSc/BCom degree or equivalent in second division (at least 50% marks) with any subject(s) is eligible for admission.

Students are required to fill the admission form available online on the university website or in AIOU prospectus in printed form. The filled admission form and the required attested documents, copies of CNIC

or B form, domicile, certificate /degree, and photographs, along with prescribed admission fee should be deposited in any designated bank branch on or before the closing date. The fee tariff and list of designated bank branches is given in AIOU prospectus.

4. Mode of Study

The program is offered through Open Distance Learning (ODL) mode. The teaching/contact hours for a course would be determined and adjusted according to AIOU uniform policy at BS level. There would be workshops for each course as per AIOU policy/rules as amended from time to time.

5. Medium of Study

English language will be the medium of study. The students may not opt for any other language for any of the components of this program except some compulsory courses offered in Urdu language.

6. Duration of the Program

This program spans minimum five semesters duration while maximum duration is ten semesters. The extension(s) in the studies may be granted as per existing AIOU and HEC policy.

7. Study Material

The department will upload study material in soft form at the university website www.aiou.edu.pk to be

downloaded by the students at the start of each semester as per AIOU policy. However, the students are required to consult reference books in the library as well as utilize Open Educational Resources (OER) for their coursework and research purposes.

8. Assessment

Under continuous assessment, the students are required to upload two assignments for each three-credit hour course to their Learning Management System (LMS) portal within the stipulated time mentioned in the assignments submission schedule. Passing marks for the assignments are 50 percent.

At the end of each semester, final examination will be conducted by the University for each course. Students need 50 percent marks to pass the final examination; however, it is necessary for the students to obtain an aggregate of 50 per cent (assignments + final examination) in each course. The ratio of marks of assignments, and final examination is 30:70 respectively. The summary of assessment system is given below:

Assessment Components	Total Marks	Passing Marks	Weightage
Assignment- I	100	50	30
Assignment-II	100	50	
Final Examination	100	50	70
Aggregate Marks		100	
Aggregate Passing Marks		50	

9. Change of Rules

Any amendment made by the University in BS Degree rules will be applicable to the program.

10. Plagiarism Policy

Plagiarism policy of AIOU and HEC would be implemented and followed to deal with plagiarism cases.

11. Grading Scheme

As per AIOU policy as amended from time to time.

11. Fee Tariff

Registration Fee (once, if not already registered with AIOU)	500
Admission Fee	1000
Technology Fee (per semester)	500
Tuition fee per 3 Credit Hours Course = Rs.2100 × 6	12,600
Total Fee for 1st Semester	14,600

12. Proposed Semester of Offering

This program is proposed to be offered once a year in spring semester.

13. Credit Hours and Division of Courses

A student will have to complete/pass twenty-five courses of three credit hour each as well as a project of six credit hour. Total number of credit hours of the program are eighty-one and a student is required to complete the same to earn a BS degree in English. The semester-wise breakup of the courses is as under:

4th Semester (Bridging Semester)

S.r	Course Title	Code	Cr.Hrs
1.	Phonetics & Phonology	9056	3
2.	Classical Drama	9057	3
3.	Classical Novel	9058	3
4.	Language & Culture	9059	3
5.	ELT Methodologies	9060	3
6.	Sociolinguistics	9061	3

5th Semester

S.r	Course Title	Code	Cr.Hrs
1.	Stylistics	9062	3
2.	Romantic Poetry	9063	3

3.	Prose	9064	3
4.	Semantics	9065	3
5.	Syntax	9066	3
6.	Discourse Analysis	9067	3

6th Semester

S.r	Course Title	Code	Cr.Hrs
1.	Modern Poetry	9068	3
2.	Modern Novel	9069	3
3.	Modern Drama	9070	3
4.	Pragmatics	9071	3
5.	Educational Psychology	9072	3
6.	ESP	9073	3

7th Semester

S.r	Course Title	Code	Cr.Hrs
1.	Criticism	9074	3
2.	Postcolonial Literature	9075	3
3.	Pakistani Literature in English	9076	3
4.	Morphology	9077	3
5.	Research Methodology	9078	3

8th Semester

S.r	Course Title	Code	Cr.Hrs
1.	American Literature	9079	3
2.	Testing and Evaluation	9080	3
3.	Thesis/Project	9081	6

Faculty Members

Dr. Malik Ajmal Gulzar

Chairman / Associate Professor
Ph: 0519250068

Dr. Muhammad Kamal Khan

Assistant Professor

Dr. Saira Maqbool

Assistant Professor

Dr. Rashida Imran

Assistant Professor

Dr. Ubaidullah Khan

Lecturer

DEPARTMENT OF MASS COMMUNICATION

Introduction

The Department of Mass Communication Allama Iqbal Open University was established in 1986 for the educational needs of students at various levels ranging from Bachelors 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. Admission to Masters in Arts (MA) Programme was announced in 1997 for the first time. Later on, it was re-titled as MSc Mass Communication in 2001. Keeping in view the fast growing trend of students studying Mass Communication phenomenon, the Department launched advanced studies of M.Phil in Mass Communication in Autumn Semester 2000. 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 also offered PhD Programme in Mass Communication for the first time in Autumn 2005, then in Autumn 2010 and on regular yearly basis from Autumn 2014. 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 also offered MSc in Television

Production program in 2015 in face-to-face mode. 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). The Department launched its 4 Year BS Program in semester Autumn 2019. This programme is primarily focused on social science prong. Now, the department is offering 2.5-Year BS Mass Communication in Spring 2023 semester.

2.5-Year BS Mass Communication (BA/BSc Based)

The 2.5-Year BS Mass Communication Programme is to be completed in a minimum period of 2.5 years. The programme provides a broad overview of mass communication theories and methods. Students are required to attend fortnightly tutorials, participate in workshops, and do internship in an accredited media organization.

Objectives

The 2.5-Year BS Mass Communication programme has been designed to achieve the following objectives:

- To cater the educational needs of our students.
- To prepare and guide interested students for pursuing higher studies and research in mass communication.

Eligibility Criteria and Procedure of Admission

An applicant having 14-year bachelor's degree (BA/BSc/BCom) (at least 50% marks) with any subject(s) from any HEC recognized institution is eligible for admission. There is no merit and age determination. All students who fulfill above criteria will be granted admission. Interested candidates are advised to follow the admission procedure as laid down by the AIOU. For this purpose, visit the University website or contact your Regional Office.

Scheme of Studies for 2.5-Year BS Mass Communication

Duration

The Duration of 2.5-year BS Mass Communication program is five semesters. However, AIOU reserves right to make any change(s) anytime in this program partially or wholly without prior notice.

Courses

The semester-wise break-up of courses which are to be completed by a student is as under.

Bridging or 1st Semester of BS-2.5

S.r	Course Title	Code	Cr.Hrs
1.	Reporting	9251	3
2.	Concepts of Mass Communication	9252	3
3.	Principles of Journalism (Part-1)	9253	3
4.	Principles of Journalism (Part-2)	9254	3
5.	Principle of TV Broadcasting	9256	3
6.	Introduction to Public Relations	9259	3

5th Semester of BS-4 / 2nd Semester of BS-2.5

S.r	Course Title	Code	Cr.Hrs
1.	Print Media (Part – 1)	9261	3
2.	Print Media (Part – 2)	9262	3
3.	Public Relations	9263	3
4.	National & International Current Affairs (Part-1)	9264	3
5.	National & International Current Affairs (Part-2)	9265	3
6.	Language Skills & Communicative Abilities	9266	3

6th Semester of BS-4 / 3rd Semester of BS-2.5

S.r	Course Title	Code	Cr.Hrs
1.	Electronic Media (Part-1)	9267	3
2.	Electronic Media (Part-2)	9268	3
3.	Advertising	9269	3
4.	Process & Effects of Mass Communication (Part-1)	9270	3
5.	Process & Effects of Mass Communication (Part-2)	9271	3
6.	Development Support Communications	9272	3

7th Semester of BS-4 / 4th Semester of BS-2.5

S.r	Course Title	Code	Cr.Hrs
1.	Advance Theories & Strategies of Communication (Part-1)	9273	3
2.	Advance Theories & Strategies of Communication (Part-2)	9274	3
3.	Basic Concepts in Social Sciences (Part-1)	9275	3
4.	Basic Concepts in Social Sciences (Part-2)	9276	3
5.	Research Methods in Mass Communication (Part-1)	9277	3
6.	Research Methods in Mass Communication (Part-2)	9278	3

8th Semester of BS-4 / 5th Semester of BS-2.5

S.r	Course Title	Code	Cr.Hrs
1.	Social Psychology (Part-1)	9279	3
2.	Social Psychology (Part-2)	9280	3
3.	Media Ethics & Laws (Part-1)	9281	3
4.	Media Ethics & Laws (Part-2)	9282	3
5.	Thesis (Mandatory)	9283	6
6.	Internship	Mandatory	Non credit

Internship: There will be a two-month mandatory internship. The internship will be done in accredited and professionally relevant media organizations, e.g. mass media organizations,

advertising agencies, PR firms, news agencies etc., which is a prerequisite for the award of the BS degree. At the end of their internship, students will be required to submit an internship certificate along with 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 internship report will be evaluated by the Department and upon satisfaction, an internship certificate will be sent to the Controller of examinations.

Thesis: In 5th semester, students of 2.5-year BS Mass Communication will be eligible to register for the thesis which carries 6 credit hours. The students will be required to perform research work of six credit hours under the supervision of an advisor. There will be an intensive workshop for discussion of research proposal of the students in the beginning of 5th semester. After evaluation of the thesis by the external expert, the students will appear before a viva voce committee to defend his/her thesis.

Mode of Study

This 2.5-year BS in Mass Communication will be offered in ODL mode using LMS. Visit AIOU website or contact your Regional Office or the Department of Mass Communication for further information in this regard.

Matters related to Research Thesis, Code 9283, (e.g. compulsory workshop, synopsis and thesis writing) will be dealt separately in accordance with AIOU rules.

Assessment/Evaluation Criteria

As per AIOU policy.

Fee Tariff:

Registration Fee (once, if not already registered with AIOU)	500
Admission Fee	1000
Technology Fee (per semester)	500
Tuition fee per 3 Credit Hours Course = Rs.2100 × 6	12,600
Total Fee for 1st Semester	14,600

Faculty Members

1. Prof. Dr. Saqib Riaz

Chairman Ph: 051-9250076

2. Dr. Bakht Rawan

Associate Professor Ph: 051-9057263

3. Dr. Shahid Hussain

Assistant Professor Ph: 051-9057245

4. Dr. Saadia Anwar Pasha

Assistant Professor Ph: 051-9057283

5. Dr. Babar Hussain Shah

Assistant Professor Ph: 051-9057687

6. Dr. Asad Munir

Lecturer

Ph: 051-9057172

Staff: Ph: 051-9057823, 051-9057824, 051-9250076

Official Email: masscom@aiou.edu.pk

GENERAL INFORMATION

- i. The certificates/degrees of AIOU are equivalent to any other recognized Board/University.
- ii. A candidate is required to apply for admission online only.
- iii. If an applicant does not receive any information regarding admission within three months from submission of application, he/she should presume no admission.
- iv. A course taken by any student cannot be change during the semester. However, in real hardship cases, the change in courses will be allowed only before the start of study period after deposit of prescribed fee. The study period schedule is available on AIOU website.
- v. The address of a student will not be changed during the semester.
- vi. On payment of the registration fee, each student will be issued a student ID. This number must be quoted in all the future correspondence along with the roll number, course(s), code numbers and semester.
- vii. Study material shall be available at the LMS and on the AIOU website.
- viii. After confirmation of admission students are usually intimated about the part time tutors for each course through student CMS portal. If you do not found information about tutors, you are required to contact the concerned AIOU Regional Office immediately without any delay.
- ix. Rules and regulations framed, enhanced and changed from time to time by the authorities, bodies of the university will be effective as deemed necessary. The student will have to abide by all such rules and regulations from the date of their implementation.
- x. A student who fails in continuous assessment component is not eligible to reappear but will be allowed to re-register for the same course at its next offering semester by the university.
- xi. It is the responsibility of the student to remain in touch with the department regarding the selected programme.
- xii. A student already admitted to a programme or a specialization of a programme shall not be allowed to transfer or to get admission to another programme unless he/she formally postpones it till the completion of the new programme or withdraws from the previous programme.
- xiii. After completion of a programme successfully, a student has to apply to Controller of Examinations for issuance of certificate/degree.

- xiv. The university reserves the right to change the contents of this prospectus without any prior notice as per university policy.
- xv. The student must inform the Admission Department in writing about admission mistakes within the period of 15 days, which is not according to the admission form/ check list or mistake in name and address. No request for any change will be entertained after the stipulated period.
- xvi. Admission cannot be granted if the fee deposited after due.
- xvii. 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.
- xviii. 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.
- xix. The degree/diploma/certificate of the student will be quashed:
 - i) If any mistake found in compilation or declaration of result at any stage.
 - ii) If any candidate found ineligible for a degree/ diploma/certificate during the cross verification process of result and documents at any stage.

- iii) If found that candidate submitted forged/fake/ illegal document(s) in the University at any stage.

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.

FEE DEPOSITING PROCEDURE

The university has introduced a new method of depositing the fee and admission forms for the convenience of the students. For making the process more consistent and effective, the university has entered into a formal agreement. According to this agreement, the student can deposit the prescribed fee in any branch of all the

**First Woman Bank Ltd,
Allied Bank Ltd,
MCB Bank Ltd,
United Bank Limited.**

The bank branch will issue a receipt of depositing the admission form and fee. This process will give relief to the students from making bank drafts and maintaining the records of the draft copies. It will also save the additional expenditure on draft making and mailing the admission forms to the university. In this way the admission forms and fee will safely reach the admission department.

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 Easypaisa786 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 hand-over 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.

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

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#

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 hand-over 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 hand-over 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.

Admission form (Original) to be sent to Directorate of Admission and Mailing through Post Office or any other courier service.

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

REGULATIONS FOR REFUND OF ADMISSION FEE

- (i) The Applicant/candidate/student who have submitted his/her fee for Admissions but do not wish to continue and applied for refund of fee before the start of his/her study period as per Academic Calendar available on the AIOU website corresponding to his/her respective semester i.e Autumn or Spring, the fees will be refunded after the deduction @ 10% of the total fee.
- (ii) The Applicant/Candidate who was not eligible but deposited the fee for admission and applied for refund within one year from the date of fee deposit, the fee shall be refunded after deduction @ 15% of total fee.
- (iii) The student who has deposited his/her fee in excess of due fee that total excess amount shall be refunded or adjusted as the case may be.

- (iv) The Treasurer Department shall verify the fee of students and shall send the case to the Audit Department for pre-audit.
- (v) The cheque will be issued to the candidate by the Campus Payment Section (CPS), Treasurer's Department.
- (vi) In the case of death, the full fee will be refunded through crossed cheque in favour of the Blood Relative of deceased student, after fulfilling all the codal formalities. The refund case must be submitted within one year of fee deposit.
- (vii) 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.
- (viii) If the admission of an Applicant/Candidate is not matured due to any reason beyond the control of the University or due to unforeseen issues, the whole paid fee, without any deductions shall be refunded to the respective applicant/candidate. The refund case must be submitted within one year of fee deposit.

DISABILITY COORDINATORS

In compliance with Higher Education Commission (HEC) revised policy i.e., "Policy for students with disabilities at HEIs in Pakistan 2021", the following Officers have been appointed as Disability Coordinators to facilitate the students with disabilities at AIOU:

Sr. #	Name of the Officer	Telephone Nos.
1.	Dr. Hira Ibrahim, Medical Officer	051-9571110
2.	Mr. Umair Bin Nadeem, Assistant Director Press & Media, Directorate of Public Relations	051-9571372

IMPORTANT TELEPHONE NUMBERS

Sr.#	Name	Telephone Nos.
1.	Director Admissions	051-9250043 051-9250162 (Fax)
2.	Assistant Registrar (Mailing)	051-9250185
3.	Controller of Examinations	051-9250012
4.	Director Students Affairs	051-9250174
5.	Assistant Registrar (Postgraduate)	051-9057403

ADDRESS OF PART-TIME REGIONAL COORDINATORS

PUNJAB

1.	Mr. 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 KallarSyedan. 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, KotliSattian, District Rawalpindi. 0336-5372081
13.	Dr. Muhammad Anwar, Regional Coordinator, Allama Iqbal Open University, Headmaster, Govt. Boys High School, Bhabra, WahCantt, 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		

SINDH

1.	Mr. Khalid Nadeem, Regional Coordinator, Allama Iqbal Open University, HST, Govt. Boys High School Sanghar City. Ph: 0333-2911690	2.	Mr. Rasheed Ahmed, Regional Coordinator, Allama Iqbal Open University, HST, Govt. Shah Abdul Latif, High School, Tando Adam,District Sanghar. Ph: 0333-2881340	3.	Mr. Kewal Rajput, Regional Coordinator, Allama Iqbal Open University, HST, Govt. (N) S.M High School, TandoAllahyar. Ph: 0345-3703509
4.	Mr. Muhammad Mubeen, Regional Coordinator, Allama Iqbal Open University, Headmaster, (Retired), House No.B-546, QaimkhaniMohallah, 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, SoomraMohallah, 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, Kandiaro, 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				

BALOCHISTAN

1.	Mr. Zareef Ahmed, Regional Coordinator, Allama Iqbal Open University, Govt. Boys High School Basima, District Washuk. 0332-2719913	2.	Mr. Abdul Majeed, Regional Coordinator, Allama Iqbal Open University, Govt. Boys Middle School Akram Colony Hub. 0333-7977656, 0300-7073798	3.	Ms. Rubina Karim, Regional Coordinator, Allama Iqbal Open University, Govt. Girls Model High School Khuzdar. 0333-7965350
----	--	----	---	----	---

4.	Mr. Rasool Bakhsh, Regional Coordinator, Allama Iqbal Open University, Govt. Model High School Bara Bagh, Bela(Lasbela). 0332-8202275	5.	Mr. Mohammad Akram, Regional Coordinator,(Mangochar) Allama Iqbal Open University, Govt. Boys High School Akram Colony Hub. 0331-5957909	6.	Mr. Muhammad Asif, Regional Coordinator, Allama Iqbal Open University, Govt. Boys Middle School, Mastung. 0334-3062311
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, DeraBugti. 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. KalimUllah, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Model High School Pishin. 0301-3448688		

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. HazirPanah, 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. KhushWali 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 Diamer. 03555115287	11.	Mr. MahfuzUllah, Regional Coordinator, Allama Iqbal Open University, Principal, Govt. Higher Secondary School Gumary, Tehsil Darel, District Diamer. 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 KunisGhowari, Ghanche, Tehsil GhowariGhanche.	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, GambaSkardu, Tehsil Gamba				

KHYBER PAKHTUNKHWA

<p>Mr. Muhammad Nisar, Regional Coordinator, Allama Iqbal Open University, SST, Govt. High School, Dara Adam Khel, District Kohat. 03324333014</p>



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

For Office Use D.T.S #	URGENT
DI.	NORMAL

درخواست برائے حصول پوزیشن (PRC) / سنڈا ڈیپارٹمنٹ / ڈگری کے لیے مکمل کاغذات کے ساتھ فارم جمع کرانا ضروری ہے۔

(نوٹ)

فیس جمع کرنے کے بعد ہی ایک چالان (AIUO) ڈیپارٹمنٹ کاٹنی، مع فارم ہیج میں تکرار نہیں بلکہ طلبہ کو رجسٹرڈ امتحانات AIUO کے پراسرار سال کریں

پروگرام کا نام _____

رول نمبر _____

نام طالب علم (اردو میں) _____

نام (انگریزی بڑے حرف میں) _____

Name _____

S/o, D/o _____

ذات کا مکمل پتہ (انگریزی بڑے حرف میں) _____



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.	BA/B.Com/BBA(old)/BLIS/BCSA 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.	MA/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/LLM/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	
16.	Verification of Certificate/Degree (By Students or Departments) Verification of Certificate/Degree from Foreign Organizations/Oversees Countries	By Post Rs.600/-	By hand (same day) 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

FEDERAL AREA ISLAMABAD

Adl. RD, Regional Campus, AIOU, Block No 27, (Services Block) Sector H-8, ISLAMABAD. Ph:(051)9572590, (051)9057219, (051)9057608, (051)9057178
Email: rd_islamabad@aiou.edu.pk

PUNJAB

DRD, Regional Centre, AIOU, Street No.5, Major Tahir Sadiq Road, Dar-ul-Salam Colony, ATTOCK.
Ph: (057)2610610, 9316418
E-mail: rd_attock@aiou.edu.pk

Adl. RD, Regional Campus, AIOU, Chak No. 12-A/BC, Near Airport Hasilpur Bypass Road, BAHAWALPUR.
Ph:(0304)9983138-9
E.mail: rd_bahawalpur@aiou.edu.pk

ARD, Regional Centre, AIOU, Opposite Allied Park, Near Food Godam Railway, Bypass Road, CHAKWAL (0543)553566-77
E. mail: rd_chakwal@aiou.edu.pk

RD, Regional Campus, AIOU, Railway Road, Near Veterinary Hospital, DERA GHAZI KHAN. Ph:(064) 9260386-7
Email: rd_dgkhan@aiou.edu.pk

RD, Regional Campus, AIOU, F-Block, Near STN Tower, Millat Town, FAISALABAD. Ph: (041) 9330791-3
Email: rd_faisalabad@aiou.edu.pk

RD, Regional Campus, AIOU, 10-X Block, Peoples Colony, GUJRANWALA. Ph:(055)9230251-2
Email: rd_gujranwala@aiou.edu.pk

DRD, Regional Campus, AIOU, Toba Road, Opposite Officers Colony, JHANG. Ph. (047) 7630953, 7631166
Email: rd_jhang@aiou.edu.pk

ARD, Regional Centre, AIOU, Ghaffar Chowk (Bhatta Corianwal), Main Road, KASUR CITY. Ph: 0492-723723
Email: rd_kasur@aiou.edu.pk

DRD, Regional Centre, AIOU, Near Under Pass, MIANWALI. Ph:(0459) 920024-6
Email: rd_mianwali@aiou.edu.pk

RD, Regional Campus, AIOU, CF-7, Shah Rukn-e-Alam Colony, Near Thana Stop, MULTAN. Ph:(061)9220202-3, 6772499
Email: rd_multan@aiou.edu.pk

ARD, Regional Centre, AIOU, Main Ransiwai Phatak (Chowk), Near Standard College, Lahore Road, NAROWAL Ph: 0542-413122, 413232
Email: rd_narowal@aiou.edu.pk

DRD, Regional Campus, AIOU, Hidayat Campus, Near Sheikh Zaid Airport. RAHIM YAR KHAN Ph.068-9239046, 9239166 Email: rd_rykhan@aiou.edu.pk

Adl. RD, Regional Campus, AIOU, House No.CB/190-A, Lane No.4, St.1, Near Maryam Memorial Hospital, Peshawar Road, RAWALPINDI. Ph: 051-9334264-5
Email: aiourwp@aiou.edu.pk

DRD, Regional Centre, AIOU, House No.268, St. 3 Mokal Colony near Imtiaz Hospital, SAHIWAL. Ph: (040) 9330456-7
Email: rd_sahiwal@aiou.edu.pk

Adl. RD, Regional Centre, AIOU, H. 145, Muradabad Colony, Near Daewoo Terminal, University Road, SARGODHA CANTT. Ph:(048)3211217-8
Email: rd_sargodha@aiou.edu.pk

DRD, Regional Centre, AIOU, Mohallah Mumtaz Pura, Haji Pura, Daska Road, SIALKOT. Ph:052-3241300, 3241400
Email: rd_sialkot@aiou.edu.pk

DRD, Regional Centre, AIOU, House No. 166, Faisal Town, Opposite Govt. Boys Post Graduate College, VEHARI. Ph: (067)3360636-37
Email: rd_vehari@aiou.edu.pk

ARD, Regional Centre, AIOU, Opposite office of Punjab Food Authority, Near Railway Phattak, Main Chishtian Road, BAHAWALNAGAR. Ph: 063-9330012
Email: rd_bahawalnagar@aiou.edu.pk

Adl. RD Regional Centre, AIOU, Street No. 01, Jamil Town, Lahore Road, Near Superior College, SHEIKHUPURA. Ph: (056)3545041
Email: rd_sheikhupura@aiou.edu.pk

DRD, Regional Centre, AIOU, Mujahid Abad, Near Jada, Main G. T. Road, JHELUM. Ph: (0544)273378-9
Email: rd_jhelum@aiou.edu.pk

RD, Regional Campus, AIOU, 346 - Raza Block, Allama Iqbal Town, LAHORE Ph: (042)99333580
Email: rd_lahore@aiou.edu.pk

Superintendent, Model Study Center, AIOU, Near Sat Sira Chowk Marala Road, MANDI BAHAUDDIN. Ph: (0546)571171
Email: msc_mbdin@aiou.edu.pk

SINDH

DRD, Regional Centre, AIOU, Bungalow No.46, B1-8, Unit No.02, Railway Employee Housing Society, Autobahn Road Latifabad, Near Lal Qila Restaurant, HYDERABAD. Ph: (022)9330052-3
Email: rd_hyderabad@aiou.edu.pk

RD, Regional Campus, AIOU, ST-6, D-I Block No.14, Federal 'B' Area, KARACHI. Ph:(021) 99246099-101
Email: rd_karachi@aiou.edu.pk

ARD, Regional Centre, AIOU, Sachal Colony, Banglow No.67, Near City Hospital (Bakhtiar Park), LARKANA CITY. Ph (074)9239044
Email: rd_larkana@aiou.edu.pk

ARD, Regional Campus, AIOU, Near Session Court Mai Bhaghi Chowk, MITHI Ph (0232)920089
Email: rd_mithi@aiou.edu.pk

ARD Regional Centre, AIOU, Banglow/H. No. 74, Main Ghulamullah Raod Near City School Makli Society, THATTA Ph: (0298)920717-8
Email: rd_thatta@aiou.edu.pk

Adl. RD, Regional Centre, AIOU, Main National Highway, Rohri, Opposite Begum Nusrat Bhutto Women University, Arore, Taluka, Rohri, SUKKUR Ph (071)5807213
Email: rd_sukkur@aiou.edu.pk

Incharge, Noor Model Study Centre, AIOU, Old Girls College Hostel, Opp: DCO Office, UMER KOT. (0238) 920010, 920016. Email: msc_uk@aiou.edu.pk

ARD, Model Study Centre, AIOU, Plot # R-240, Block C, Bagh E Malir, District Malir, KARACHI District Malir, KARACHI. Ph: 021-99333846
Email: rd_malir@aiou.edu.pk

Adl. RD, Regional Centre, AIOU, A Little Ahead of Dars Bus Stop Near Feroze Jamali Sahib's Bungalow on National Highway N.5, Moro. Ph: 025-4550506
Email: rd_moro@aiou.edu.pk

Superintendent, AIOU Model Study Centre, District Complex, Goli Maar Road, Kandkot, District Kashmir. Ph:0722921614
Email: msc_kandhkot@aiou.edu.pk

KHYBER PAKHTOON KHWA

DRD, Regional Campus, AIOU, Murree Road, Adjacent B.I.S.E, ABBOTTABAD Ph:(0992)39092890927
Email: rd_abbottabad@aiou.edu.pk

ARD, Regional Centre, AIOU, Near BISE Peshawar Camp Office, Governor Cottage Road Gooldoor, Chitral Town, District Lower, CHITRAL. Ph:(0943) 413419-413811. Email: rd_chitral@aiou.edu.pk

ARD, Regional Campus, AIOU, Neli Kothi, Behind District Auditorium, District Courts, DERA ISMAIL KHAN Ph:(0966) 9280168-9280178. Email:rd_dikhan@aiou.edu.pk

ARD, Regional Campus, AIOU, Plot No.14, Sector A-3, Phase V, Hayatabad PESHAWAR Ph:(091)9217603-6
Email: rd_peshawar@aiou.edu.pk

DRD, Regional Centre, AIOU, Bunglow No. 237, Sector-E, Sadberg Road, Sheikh Maltoon Township, MARDAN. Ph: (0937)841020, 841030
Email: rd_mardan@aiou.edu.pk

Adl. RD, Regional Centre, AIOU, House No.43, Sector A/2, Phase No. II, KDA, KOHAT. Ph: (0922)513882
Email: rd_kohat@aiou.edu.pk

DRD, Regional Centre, AIOU, College Colony, Opposite Shahuda Park, SAIDU SHARIF (SWAT) Ph:(0946)9240205-6
Email: rd_swat@aiou.edu.pk

ARD, Regional Centre, AIOU, Bangla No. 2, Village Andheri, Link Road, Balambat, TIMERGARA. Ph: (0945)9250070
Email: rd_timergara@aiou.edu.pk

BALUCHISTAN

ARD, Regional Centre, AIOU, Bus Stand Road, Near Ghazali Public School, Gola Chowk, DERA MURAD JAMALI Ph: 0838-710375
Email: rd_dmjamali@aiou.edu.pk

ARD, Regional Centre, AIOU, Near B & R Rest House, KALAT. Ph: 0844-210569
Email: rd_kalat@aiou.edu.pk

Adl. RD, Regional Campus, AIOU, Eastern Bypass Takhtani Road, QUETTA Phone: 081-2674429-2674398
Email: rd_quetta@aiou.edu.pk

DRD, Regional Campus, AIOU, Pishkan Road, Near Bahria College, GWADAR. Ph: (0864)410300
Email: rd_turbat@aiou.edu.pk

ARD, Regional Center, AIOU, House No. 34, St No. 26, Muhala Khudaidad Imambara Road Circular No. 01, ZHOB Ph: 0822-413018
Email: rd_zhob@aiou.edu.pk

Superintendent/Incharge, AIOU, Model Study Center, near Wapda Office, KHARAN. Ph: (0847)-510777
Email: msc_kharan@aiou.edu.pk

GILGIT BALTISTAN

ARD, Regional Centre, AIOU, Shakra-i-Quaid-i- Azam, Near Army Public School & College, Khumer Cantt. GILGIT Ph:(05811) 960378, 960603
Email: rd_gilgit@aiou.edu.pk

ARD, Regional Campus, AIOU, Near Elementary College Sundus, SKARDU, Ph:(05815)960258, 960915
Email rd_skardu@aiou.edu.pk

Superintendent/Incharge Model Study Centre, Nagar, AIOU, Govt. Degree College Road Aliabad Hunza. Gilgit Baltistan Ph: (05811)960378, 960603
Email: rd_nagar@aiou.edu.pk

AZAD JAMMU KASHMIR

DRD, Regional Campus, AIOU, House No.1-A, Sector, F-1, Kotli Road, MIRPUR (A.K) Ph:05827-960028, 960029
Email: rd_mirpur@aiou.edu.pk

Adl. RD, Regional Campus, AIOU, Zero Point, Jalalabad, MUZAFFARABAD (AJK) Ph: (05822)960839
Fax: (05822)960840
Email: rd_muzaffarabad@aiou.edu.pk

ARD, Regional Centre, AIOU, D-156, Near Allied School, Housing Scheme Rawalakot Bank/Mong Road, RAWALAKOT(AJK) Ph: (05824)960241
Email: ard_rawalakot@aiou.edu.pk