

Admission Spring 2023

**AIOU**

**Postgraduate Diploma**  
(1 year)

**Prospectus**

Human Resource Management  
Supply Chain Management  
Education Leadership & Management  
Criminology  
EPM  
TEFL  
Entrepreneurship  
Population & Development



**Allama Iqbal Open University, Islamabad**

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

Help Line: (051) 111-112-468

FOR ONLINE ONLY

**PROSPECTUS**  
**OF**  
**POSTGRADUATE DIPLOMA**  
**PROGRAMMES**

**SEMESTER: SPRING, 2023**



**Allama Iqbal Open University**  
**Islamabad**

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## Vice-Chancellor's Message

Dear Student,

السلام عليكم

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



Committed for your bright future.

**Prof. Dr. Nasir Mahmood**  
**Vice Chancellor, AIOU**

## **IMPORTANT ACTIVITIES TO BE REMEMBERED**

<b>Activity</b>	<b>Spring Semester</b>	<b>Autumn Semester</b>
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](http://www.aiou.edu.pk)), students can download if not received by post.

## **REVISED POLICY FOR ASSESSMENT FOR PGD 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 the 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.

### **Minimum and Maximum Duration/Semesters for each Programme**

<b>Sr. No.</b>	<b>Degree Level</b>	<b>Minimum Duration</b>	<b>Maximum Duration</b>
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.**

### **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/Enroll or Re-admit in the failed course(s).**

## **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>**
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>**
2. Press link “**CMS for Continuing Students**”; (**<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.

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**AIOU WEBSITE:** <https://www.aiou.edu.pk>



# ALLAMA IQBAL OPEN UNIVERSITY

## “Education for All”

**Admission**

**Examination**

**Mailing**

**Download**

**Department**

**Programme**

# Education for All



## Admissions

Admission Confirmation  
Admission Objectionable Forms  
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Admission Refund of Fee  
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More....

## Examinations

Result  
Result Rechecking Application  
Date Sheet  
Roll Number Slip  
Assignment Marks  
Degree Tracking System  
Assignments Schedule  
Assignments

## **ALLAMA IQBAL OPEN UNIVERSITY**

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

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

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

### **FACULTY OF SOCIAL SCIENCES AND HUMANITIES**

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

The Commonwealth-collaborated master's programmes in the areas of Business and Public Administration, which are specially tailored for the modern day busy executives, were launched in Spring 2002 semester.

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

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

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

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

## **DEPARTMENT OF BUSINESS ADMINISTRATION**

### **Introduction:**

The Department of Business Administration was established in 1986 with the objective to impart managerial education and skills in the discipline of Business Administration. Since its inception, the Department has made tremendous progress towards achieving its ultimate goal of becoming a Centre of Excellence in Business Management education and research in Pakistan. The Department has assembled outstanding teaching faculty and developed extensive teaching material for the improvement of education in Pakistan. The Department is offering programs from BBA to PhD levels with various specializations. These programs contribute significantly to the national goals by developing the professionals equipped with modern business techniques. The graduates from the department are well recognized in the human resource market and enjoy a respectable status in public and private sector organizations, operating in Pakistan and abroad. The department is also publishing a HEC recognized research journal namely "Journal of Contemporary Management Sciences". The Department has well qualified faculty members including MPhil/ MS and PhD both from national and foreign universities.

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

- i. To prepare graduates for public and private sector organizations and to equip them to cater the needs of complex and changing business environment.

- ii. To encourage continuous learning and habitual receptiveness, explore 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.

## **PGD-HUMAN RESOURCE MANAGEMENT (HRM)**

### **Objectives:**

The objectives of Post Graduate Diploma in HRM are:

1. To inculcate the concepts and practices essential to Human Resource Management,
2. To prepare our graduates for HRM positions,
3. To develop HR professionals to advance their careers.

### **Duration:**

As per guidelines of HEC, Post Graduate Diploma (1 year) programme will be spread over 2 semesters covering 10 courses.

### **Eligibility:**

Applicants having 14 years of education (BA/BSc./BCom/ BBA/Associate Degree Programmes 2-years) from HEC recognized institution with at least second division (45% marks) would be eligible to apply.

### **Admission Procedure:**

Admission in Post Graduate Diploma in Human Resource Management is proposed to be offered. Applications will be

invited through the daily newspapers/AIOU website as per AIOU policy.

**Note: For online submission of admission see page (vii)**

### **Scheme of Studies:**

The Post Graduate Diploma programme would be offered with the specialization of Human Resource Management. The tentative semester wise offering of courses will be the discretion of the department; it can be changed if desired so. The detail of courses and semester wise offering of courses is as under:

#### **FIRST SEMESTER**

S. #	Code	Course Title	Cr. Hrs
1	9501	Fundamentals of Business	3
2	9502	Professional Communication	3
3	9503	Management Theory and Practice	3
4	9504	Human Resource Management	3
5	9505	Computer Applications for Business	3

#### **SECOND SEMESTER**

1	9506	Organizational Behavior	3
2	9507	Compensation Management	3
3	9508	Performance Management	3
4	9509	Labor Management Relations	3
5	9510	Strategic Human Resource Management	3

### **Medium of Instruction:**

The medium of instruction and examination is English Language for this program.

**Methods of Instruction:**

- i. The Post Graduate Diploma in Human Resource Management would be offered through ODL mode.
- ii. The course outlines along with the required reading materials and assignments will be provided to the students on AIOU website.
- iii. Workshop will be conducted as per university policy.

**Evaluation Scheme:****Assignments:**

The students will submit two compulsory assignments of each course to their tutors as per schedule.

**Workshops and Presentations:**

Workshops will be conducted as per university policy. Attendance of the students in workshop is graded.

**Assessment/Weightage:**

- a. Assessment criteria as per revised rules and regulations of the university on page (v)

**Requirements for Award of Post Graduate Diploma:**

Following are the requirements for the award of Post Graduate Diploma:

- i. Successful completion of all courses
- ii. The students who intend to discontinue PGD after first semester may be offered a certificate of passed courses as determined by university or Controller of Examinations Office.

**Fee Structure:**

<b>Item</b>	<b>Rate</b>
Registration Fee: (At the time of first admission)	<b>Rs.500/-</b>
Admission Fee: (At the time of first admission)	<b>Rs.1000/-</b>
Technology Fee: (in each semester)	<b>Rs.500/-</b>
Course Fee: (per 3 credit hours) Rs.3900 x 5 =	<b>Rs.19500/-</b>
<b>Total Fee of First Semester:</b>	<b>Rs.21,500/-</b>

## **PGD-SUPPLY CHAIN MANAGEMENT (SCM)**

Supply Chain Management (SCM) is a cross-functional approach which deals with the movement of raw materials into an organization, management of internal processing of raw materials into finished goods, and helps the movement of finished goods from point of origin to point of consumption. Considering the significance of SCM, it adds value to the operations of different organizations including educational institutes, commercial enterprises, social welfare departments, strategic organizations etc. One can easily believe that supply chain management is essential to a company's success and customer satisfaction. Even we cannot deny the contribution of SCM for the society. SCM knowledge and capabilities can be used to support health care, conduct disaster relief operations, and handle other types of emergencies. SCM also plays a role in cultural evolution and helps to improve our quality of life.

Considering the significance of SCM across various sectors, the Post Graduate Diploma in Supply Chain Management has been developed to meet the needs of those professionals who want to establish and enhance insight into theoretical as well as practical knowledge of supply strategies, forecasting, transportation and inventory management.

### **Objectives:**

Key objectives of Post Graduate Diploma in SCM are:

- To provide basic understanding, concepts and practices about effective Supply Chain Management.
- To develop students to work in SCM positions efficiently and effectively.

- To help SCM professionals in their career advancement and growth.

### **Duration:**

Total duration of the diploma in Supply Chain Management would be 1 year, comprising 2 semesters. Students would be required to study 10 courses of 3 credit hours each (total 30 credit hours course load).

### **Target Market:**

- Graduated students with interest in logistics and supply chain
- Professionals and Managers associated with Logistic / Supply Chain Management
- Supply chain specialists (working in *but not limited to* commercial, profit/not-profit, medical, military and academic organizations)

### **Eligibility:**

Applicants with at least 14 years of education in any discipline (BA/BSc/BCom/BBA/Associate Degree Programs 2-years) from HEC recognized institution with at least second division (45% marks) would be eligible to apply.

### **Admission Procedure:**

- i. Admission in Post Graduate Diploma in Supply Chain Management is proposed to be offered. Applications will be invited through the daily newspapers/ AIOU website and other advertisements as per AIOU policy.
- ii. The candidates will be required to deposit fee in the designated branches of banks.
- iii. For guidance, visit university website for online admission.

**Medium of Instruction:**

The medium of instruction and examination is English Language.

**Scheme of Studies:**

The Post Graduate Diploma program is offered with the specialization in Supply Chain Management. The semester wise offering of courses are as under:

**FIRST SEMESTER**

S. #	Codes	Course Title	Credit Hours
1	9501	Fundamentals of Business	3
2	9502	Professional Communication	3
3	9503	Management Theory and Practice	3
4	9541	Introduction to Supply Chain Management	3
5	9505	Computer Applications for Business	3

**SECOND SEMESTER**

1	9542	Purchasing and Procurement Principles	3
2	9545	Production and Operations Management	3
3	9543	Logistics Management	3
4	9544	Inventory and Material Management	3
5	9546	Distribution Channels	3

**Methods of Instruction:**

- i. The Post Graduate Diploma in Supply Chain Management would be offered through online mode.
- ii. The course outlines along with the required reading materials and assignments will be provided to the students.
- iii. The schedule of classes will be chalked out by the DRS office as per Credit Hours requirements provided by the department.
- iv. Workshop will be conducted for each course as per university policy.

**Evaluation Scheme:**

As per AIOU policy.

**Assignments:**

Students will submit two compulsory assignments of each course to their tutors as per schedule, who will return the same after marking and providing necessary academic guidance.

**Workshops and Presentations:**

Workshop will be conducted as per university policy.

**Assessment/Weightage:**

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

**Fee Structure:**

1	Registration Fee (At the time of first admission)	<b>Rs.500/-</b>
2	Admission Fee (At the time of first admission)	<b>Rs.1000/-</b>
3	Technology Fee (per student per semester)	<b>Rs.500/-</b>
4	Course Fee: 3900 (3900 x 5) =	<b>Rs.19,500/-</b>
5	Total Fee for First Semester	<b>Rs.21,500/-</b>

**Requirements for Award of Post Graduate Diploma:**

Following are the requirements for the award of Post Graduate Diploma:

- i. Successful completion of all courses
- ii. The students who intend to discontinue PGD after first semester may be offered a certificate of passed courses as to be determined by university.

**PGD-ENTREPRENEURSHIP**

Entrepreneurship is a cross-functional approach which deals with the willingness to take risks and develop, organize and manage a business venture in a competitive global marketplace that is constantly evolving. Entrepreneurship is a key driver of our economy. Wealth and a high majority of jobs are created by small businesses started by entrepreneurially minded individuals, many of whom go on to create big businesses.

Entrepreneurship, adds value to the economy including educational institutes, commercial enterprises, social welfare departments, strategic organizations etc. That's why entrepreneurship education and its successful implementation would not only generate jobs and income; it will also facilitate innovation and stimulates transfer of wealth, knowledge, and skills. One can easily believe that Entrepreneurship is essential for a country economic growth and enduring progress. Even we cannot deny the contribution of entrepreneurship for the society.

Considering the significance of entrepreneurship for economy and society, the Post Graduate Diploma in Entrepreneurship has been developed to meet the needs of those professionals who want to establish and enhance insight into theoretical as well as practical knowledge of entrepreneurship & innovation management; strategies, theories, and challenges.

**Objectives:**

Key objectives of Post Graduate Diploma in Entrepreneurship are:

- To provide basic understanding, concepts and practices about entrepreneurship.
- To enable students to develop the insight needed to discover and create entrepreneurial opportunities.
- To equip students with knowledge and skills to successfully start and manage their own businesses to take advantage of these opportunities.
- To help entrepreneurship professionals in their career advancement and growth.

**Target Market**

- Graduated students with interest in entrepreneurship and innovation.
- Professionals associated with Entrepreneurship development activities/projects.
- Specialists working in but not limited to development sector and academic organizations.

**Duration:**

Minimum duration of the diploma in Entrepreneurship would be of 1 year, comprising 2 semesters. Students would be required to study 10 courses of 3 credit hours each (total 30 credit hours course load).

**Eligibility:**

Applicants with at least 14 years of education in any discipline (BA/BSc/BCom/BBA/Associate Degree Programs 2-years and others) from HEC recognized institution with at least second division (45% marks) would be eligible to apply.

**Admission Procedure:**

- i. Admission in Post Graduate Diploma in Entrepreneurship is proposed to be offered once/twice a year as decided. Applications will be invited through the daily newspapers/AIOU website and other advertisements as per AIOU policy.
- ii. The candidates will be required to deposit fee in the designated branches of banks or through TELECOS procedure.

**Medium of Instruction:**

The medium of instruction and examination would be English Language.

**Methods of Instruction:**

- i. The Post Graduate Diploma in Entrepreneurship will be offered through Open and Distance Learning Pedagogy-Blended Mode (online classes, workshops as well as tutorial support) all over Pakistan.
- ii. Students will be provided complete study material in soft form including assignments, course outlines and suggested readings.
- iii. Students will be provided tutorial support as per AIOU educational system.

**Evaluation Scheme**

As per AIOU policy.

**Assignments:**

Students will submit two compulsory assignments of each course to their tutors as per schedule for evaluation, who will return after upload the same after marking and providing necessary academic guidance.

**Workshops and Presentation**

At the end of each semester, workshops for the courses of this programme. Students would be required to deliver mandatory presentations of their 2<sup>nd</sup> assignments during workshop. No relaxation on any ground will be provided to the students in this regard.

### Scheme of Studies:

The Post Graduate Diploma program would be offered with specialization in Entrepreneurship. The semester wise offering of courses is as under:

#### FIRST SEMESTER

S. No.	Codes	Course Title	Credit Hours
1	9501	Fundamentals of Business	3
2	9502	Professional Communication	3
3	9503	Management Theory and Practice	3
4	9551	Introduction to Entrepreneurship	3
5	9505	Computer Applications for Business	3

#### SECOND SEMESTER

S. No.	Codes	Course Title	Credit Hours
1	9552	Innovation Management	3
2	9553	Entrepreneurial Finance	3
3	9554	Marketing for Entrepreneurs	3
4	9555	Entrepreneurial Supply Chain	3
5	9556	New Venture Planning & Launch	3

### Assessment/Weightage:

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

### Fee Structure:

1	Registration Fee (At the time of first admission)	<b>Rs.500/-</b>
2	Admission Fee (At the time of first admission)	<b>Rs.1000/-</b>
3	Technology Fee (per student per semester)	<b>Rs.500/-</b>
4	Course Fee: 3900 (3900 x 5) =	<b>Rs.19,500/-</b>
5	Total Fee for First Semester	<b>Rs.21,500/-</b>

### Requirements for Award of Post Graduate Diploma:

Following are the requirements for the award of Post Graduate Diploma:

- i. Successful completion of all courses
- ii. The students who intend to discontinue PGD after first semester may be offered a certificate of passed courses as to be determined by university.

## **FACULTY MEMBERS:**

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10. **Syeda Attiya Rahat (on study leave)**  
Lecturer
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## DEPARTMENT OF SOCIOLOGY

### Introduction

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

### Aims and Objectives of the Department

The major objectives are:

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

### PGD-CRIMINOLOGY

In accordance with the vision of Allama Iqbal Open University and demand from the relevant stakeholders as well as current rising needs of the society, a new Postgraduate Diploma in Criminology is offered by the department of Sociology. The programme combines an emphasis on basic concepts and theoretical understanding of crime and criminal behavior as well as different approaches of criminal justice, crime detection and prevention.

### Objectives

The major objectives of the programme are:

- To provide students historical and theoretical understanding of the discipline through the study of various approaches and criminological perspectives.
- To introduce students to recent and contemporary debates and frameworks for analysis to enable them to understand, evaluate and compare arguments.
- To provide students an understanding of criminal justice system and strategies of crime detection and prevention.

### Duration

One year/A minimum of two semesters.

### Eligibility

Bachelor's degree/14-years of Education with at least/ Minimum, second division (45% marks)

### Scheme of Studies 1<sup>st</sup> Semester

S. No.	Course Code	Course Title	Credit Hours
1	4681	Introduction to Sociology: Culture and Society	3
2	4685	Sociology of Gender Issues: Theoretical Background	3
3	4695	Sociology of Child Rights and Child Development	3
4	9601	Conflict Resolution	3
5	9602	Social Problems	3
6	9603	Criminology	3

## 2<sup>nd</sup> Semester

S. No.	Course Code	Course Title	Credit Hours
1	9604	Criminal Justice System	3
2	9605	Theoretical Approaches on Crime and Criminal Behavior	3
3	9606	Crime Investigation	3
4	9607	Methods of Social Research	3
5	9608	Social Stratification and Inequality	3
6	9609	Social Psychology	3

## PGD-POPULATION AND DEVELOPMENT

In accordance with the vision of Allama Iqbal Open University and demand from the relevant stakeholders as well as current rising needs of the society, a new Postgraduate Diploma in Population and Development is offered by the department of Sociology. The programme combines an emphasis on basic concepts and theoretical understanding of Demography as well as different approaches of population dynamics and its link with development of a society.

### Objectives

The major objectives of the programme are:

- To provide students historical and theoretical understanding of the Discipline through the study of various approaches and theories of population.

- To introduce students to recent and contemporary debates and frameworks for analysis to enable them to understand, evaluate and compare arguments
- To provide students an understanding of the basic development concepts and their link with population dynamics.

**Duration:** One year / A minimum of two semesters.

### Eligibility to Apply

Bachelor's degree/14-years of Education with at least/ Minimum, second division (45% marks)

## 1<sup>st</sup> Semester

S. No.	Course Code	Course Title	Credit Hours
1	4681	Introduction to Sociology: Culture and Society	3
2	4685	Sociology of Gender Issues: Theoretical Background	3
3	4686	Introduction to Sociology: Social Change and Social Institutions	3
4	4684	Population Studies	3
5	4693	Sociology of Development	3
6	9602	Social Problems	3

## 2<sup>nd</sup> Semester

S. No.	Course Code	Course Title	Credit Hours
1	9610	Dynamics of Population Change	3
2	9611	Community Development	3
3	9612	Population and Development	3
4	9607	Methods of Social Research	3
5	9613	Sociology of Health	3
6	9609	Social Psychology	3

### Medium of Instruction for both the PGDs

Medium of instruction is English

### Instructional Methodology for PGDs Assessment

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

#### Assignments

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

After completion, you will submit these assignments on LMS within a time schedule for assessment. The tutor is supposed to return the same (Through LMS) after marking and providing necessary academic guidance.

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

#### Workshops

Workshops for the PGD Courses will be held at LMS online as decided by the university from time to time.

#### Final Examination

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

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

The requirements to qualify each component are given below

- \* A minimum of 40% in assignments.
- \* A minimum of 40% in the final written examination.

An aggregate of 40% in both the components i.e. assignments and final examination.

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

### Fee Tariff (for PGD)

<b>Registration Fee:</b> (at 1 <sup>st</sup> admission in University)	<b>Rs.500/-</b>
<b>Admission Fee:</b> (at 1 <sup>st</sup> admission in Programme)	<b>Rs.1000/-</b>
<b>Technology Fee:</b>	<b>Rs.500/-</b>
Per 3 credit hours course fee Rs.3900/- $3900 \times 6 = 23,400$	<b>Rs.23,400/-</b>
<b>Total fee for 1<sup>st</sup> Semester</b>	<b>Rs.25,400 /-</b>

### Admission Procedure for:

- PGD in Criminology &
- PGD in Population and Development

Candidates are required to apply online for admission and complete all the fields carefully. Deposit the fee through designated bank to the university before the closing date.

### FACULTY MEMBERS

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## **DEPARTMENT OF ENGLISH**

### **Introduction**

The Department of English was established with the inception of Allama Iqbal Open University in 1974, keeping in view the present dynamics of English language learning and teaching in Pakistan, the Department offers programmes with the following objectives:

### **Objectives**

- To bring education to the students' doorsteps through online learning mechanisms combining with the print and multimedia support.
- To offer English language courses at SSC, HSSC and Bachelor's levels.
- To offer teacher training programmes for in-service and aspiring school, college and university teachers who wish to enhance their professional competence and skills through Diploma and Master's level.
- To develop understanding of the teachers about theoretical and practical implications of English language teaching.
- To facilitate research in English language teaching.
- To create awareness among the prospective teachers about the latest pedagogical trends, methodologies and techniques of English language teaching.

## **PGD-TEACHING OF ENGLISH AS A FOREIGN LANGUAGE (TEFL)**

The Diploma in Teaching of English as a Foreign Language (Dip TEFL) is the first stage towards the MA TEFL degree which aims at creating awareness about approaches, methods and techniques of learning and teaching of English in the classroom. The Dip TEFL offers a range of courses which cover different aspects of English language teaching.

### **Eligibility**

Candidates with the following qualification are eligible for admission:

MA/BS (16 years' education/degree in English Language/Linguistics/Literature)

Admissions are awarded on merit which is determined by the Department.

**Medium of Instruction:** English

**Credit Hours Required:** It is a 30 credit hour study programme.

**Duration:** One year (two semesters) including workshop (compulsory) having 6 credit hours.

## COURSES OFFERED

### 1<sup>st</sup> Semester Spring

S.#	Code	Course Title	Cr. Hrs
1	5655	Psycholinguistics and Language Teaching Methodology	3
2	5656	Sociolinguistics	3
3	5657	Grammar	3
4	5658	Phonology	3

### 2<sup>nd</sup> Semester: Autumn

S.#	Code	Course Title	Cr. Hrs
1	5659	The Language Skills–I	3
2	5660	The Language Skills–II	3
3	5661	EFL in the Classroom–I	3
4	5662	EFL in the Classroom –II	3
5	5663	Workshop	3+2+1=6

In Diploma TEFL, during the second semester, the students are required to attend the workshop. The workshop spans over two weeks. During a 1<sup>st</sup> week, resource persons deliver lectures on

different aspects of ELT. During the second week, the students are required to prepare three lesson plans based on ELT and present any two of these plans in the classroom.

### Fee Tariff (Diploma TEFL)

<b>Registration Fee:</b> (one at 1 <sup>st</sup> time in University)	<b>Rs.500/-</b>
<b>Admission Fee:</b> (once at 1 <sup>st</sup> time of programme)	<b>Rs.1000/-</b>
<b>Technology Fee:</b>	<b>Rs.500/-</b>
Per Credit Hours Fee:	<b>Rs.1000/-</b>
Per 12 Credit Hours Course Fee:	<b>Rs.12,000/-</b>
<b>First Semester Total Fee:</b>	<b>Rs.14,000/-</b>

### Admission Procedure for Dip/MA TEFL Programme

Only the selected candidates will be informed online, and all the processes will also be completed online by the Department of Admission of the University, about their selection for admission to the programme.

**Applicants are advised not to pay/send fee until they are informed by the admission section about their final selection for admission.**

Candidates are required to submit online complete admission forms along with the attested copies of certificates/degrees, domicile certificates (may be needed), detailed mark sheets and other documents/ testimonials as required for the admission. The selected candidates will be able to generate fee proforma online to deposit fee.

**CHAIRMAN**  
**Department of English**  
**Allama Iqbal Open University**  
**Sector H-8, Islamabad**

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## **FACULTY OF EDUCATION**

The origin of the Faculty of Education pre-dates the university itself. The National Institute of Education was established in 1973 under the Federal Ministry of Education. It became part of the university in June 1975 as Institute of Education in the Faculty of Social Sciences. The progressively extending functions of the Institute brought the needs for structural change and in 1984 it got the status of Faculty of Education.

### **DEPARTMENTS OF THE FACULTY**

Faculty of Education comprises of the following six departments:

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

### **Programmes of Faculty of Education**

The Faculty has developed and launched more than 275 courses in various disciplines from SSC to PhD level programmes. It is now fully recognized by both the government of Pakistan and International agencies as the prime national provider of professional education and training at all levels.

### **The faculty is offering the following academic programmes:**

- PhD (Education) (MPhil Based) Elementary Teacher Education
- PhD Education (MPhil Based) Distance, Non-Formal and Education Specialization
- PhD Education (MPhil Based) Educational Planning and Management Specialization
- PhD Education (MPhil Based) Teacher Education Specialization
- PhD Education (MPhil Based) Special Education Specialization
- PhD Education (MPhil Based) Science Education
- MPhil (Education) Distance & Non Formal Education
- MPhil (Education) Educational Planning & Management
- MPhil (Education) Elementary Teacher Education
- MPhil (Education) Teacher Education
- MPhil (Education) Special Education
- MPhil (Education) Science Education
- MEd (Distance and Non-Formal Education)
- MEd (Science Education)

- MEd (Special Education)
- MEd (one year) Elementary Education
- MEd (Teacher Education)
- MA (Distance and Non-Formal Education)
- MA (Educational Planning and Management)
- MA (Elementary Teacher Education)
- MA (Teacher Education)
- MA (Special Education)
- BEd (Bachelor of Education) 1.5 year
- BEd (Bachelor of Education) 2.5 year
- BEd (Bachelor of Education) 4 year
- PG (Diploma Educational Planning & Management)
- PG (Diploma in Special Education)
- Associate Degree in Education (2 year)
- SSC Level Courses Related to the Faculty
- HSSC Level Courses Related to the Faculty
- BA Level Courses Related to the Faculty
- Non Credit Research Courses

## **EARLY CHILDHOOD EDUCATION AND ELEMENTARY TEACHER EDUCATION**

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

The Department offers BEd (1.5 year), BEd (2.5 years), BEd (4 years), Associate Degree in Education (ADE), MEd, MA (Elementary Teacher Education), Postgraduate Diploma in Early Childhood Education, MPhil and PhD programme, it also offers “Education” as subject at Matric, Intermediate and Graduate level.

The department also planned to offer non-credit research courses and Postgraduate Diploma for Teaching in Higher Education.

### **PGD-EARLY CHILDHOOD EDUCATION**

#### **Programme Description:**

Duration One Year	(Two Semesters)
Semester Duration	16-18 Weeks Maximum
Course Load Per Semester	18 Credit Hours
Total Credit Hours:	30
Medium of Instruction	English/Urdu
❖ Entry Qualification	Bachelor Degree (45% marks)
Delivery Mode	Online/Distance Learning

- ❖ The eligible candidates submit the admission form alongwith copy of credentials and fee in designated branches of bank.

### **Programme Description**

Early childhood age is the most important stage in term of child development and growth. Keeping in view its importance and growing demand from private and public enterprize in the country and overseas, Allama Iqbal Open University planned to launch postgraduate diploma in Early Childhood Education (ECE). This is a unique and intensive programme in the country. During the programme, the prospective graduates will be introduced to ECE, child physical/social/emotional and cognitive development processes. The graduate will learn about ECE curriculum, assessment, classroom management and art work. The programme also aimed to equip the graduates with necessary quality training and skills for ECE. It will also help in developing understanding of the graduates about how toddlers learn the skills they need for life. The programme will provide interactive sessions via tutorial/online sessions/workshops, practice teaching and seminar. Another important feature of this diploma is that it will provide hands on practice to graduates for conducting observation of kids in action. Another strong area of the programme is interactive practice session for the graduates. It is expected that the postgraduate diploma programme will produce quality early childhood education teachers/instructors and planners so that they can pursue career successfully.

### **Programme Objectives**

The objectives of programme are to:

- Equip the graduate with essential professional skills and competencies for Early childhood education
- Upgrade pedagogical skills of practicing preschool teachers
- Provide knowledge about child cognitive/emotional and social development
- Develop insight and understanding relating ECE philosophy/beliefs and its significance.
- Introduce reflective practices in curriculum planning and instruction.
- Link theory and practice in early childhood education
- Setup knowledge of various classroom management techniques for early childhood class
- Provide Skill of selection of appropriate teaching aid for early childhood class
- Provide knowledge and use of different classroom observation and assessment techniques
- Apply national standards for early childhood education
- Enhance career prospects of the graduates.

### Mode of Delivery

Flexible study option available through distance learning. Graduates can study at their own pace. They can take one course or complete six courses in a semester for completion of diploma. For each course there will be two days' workshop. The student will also get tutorial support and there will be 9 tutorial meetings for each course in a study centre. The student will get tutorial schedule along with course books.

### Prospective Students

Early childhood education is a popular and well- established area of study within sub sector of teacher education. This diploma is designed for those who wished to work with early childhood education within the country or overseas. The primary focused of the programme is:

- Early childhood education teachers
- Childcare workers
- Preschool teachers
- ECE planners
- Childcare managers/directors
- Family day care staff

### Career Prospects

The postgraduate diploma holders will be qualified kindergartens having appropriate knowledge, skills and dispositions. This will open new venues and opportunities to get into a rewarding career

into early childhood school/centers in the country. There is an also great demand for preschool and childcare workers in overseas having professional diploma in ECE.

### Further Education

The postgraduate diploma in early childhood education can lead to further degree in ECE.

### Scheme Structure

#### Semester 1

S. No.	Course Code	Course	Credit Hours
1	1624	Introduction to Early Childhood Education	3
2	1625	Early Childhood Curriculum	3
3	1626	Child Development	3
4	1627	Classroom Assessment	3
5	1628	Teaching Literacy	3
6	1629	Language Learning in Early Childhood	3

#### Semester 2

1	1630	Practicum	3
2	6403	Classroom Management	3
3	5065	Arts, Craft & Calligraphy	3
4	5076	Introduction to Inclusive Education	3

For each 3 credit hour course there will be a workshop for 2 days (5 hours/day). Attendance in the workshop is compulsory. Those who do not attend will be considered fail

in the workshop. They will have to reappear in the workshop when conducted. The workshop and seminar shall be conducted at Main Campus, Islamabad only. The department may change offering of the courses/adopt existing courses as per availability.

### **PRACTICUM (CODE 1630)**

This segment consists of:

- i. Teaching Practice (two weeks)
- ii. Professional portfolio
- iii. Class room observation
- iv. Workshop (one week)
- v. End of Practicum Seminar (3days)

#### **i. Teaching Practice:**

Two weeks teaching practice in early childhood class (2 hours/day) is mandatory for each graduate. The student will submit a certificate of practice teaching dully signed by the concerned school principal/Head. The graduate will also submit 20 lesson plans taught during teaching practice.

#### **ii. Professional Portfolio:**

Each graduate will prepare a professional portfolio and submit it to the department.

#### **iii. Classroom Observation Report (Montessori/ kindergarten classroom observation):**

Each student also requires to observe a session in

kindergarten/Montessori class for one hour and submit a report of the observation to the ECE&ET department as per guidelines.

#### **iv. Workshop (One Week)**

A one-week workshop is also mandatory part of practicum. Workshop will be conducted before practice teaching in the classroom. The workshop includes **components** like:

- Language learning
- Pre-observation guide
- Techniques for observation in the classroom
- Preparation of professional portfolio
- Planning unit of instruction
- Preparing portfolios
- Practical issues of teaching and learning
- Development of AV aid/artwork
- Classroom assessment
- Classroom management

#### **v. End of Practicum Seminar (3 days):**

A three-day seminar will be conducted at the end of the practicum. This is also mandatory component. The seminar will cover following areas:

- Reflect/review what has been learned in the field
- Share observation reports
- Sharing of professional portfolio

## SCORING GUIDE FOR PRACTIUM

S. No.	Component	Marks Allocated
1	Teaching practice/20 Lesson plan	20
2	Professional Portfolio	20
3	Classroom observation report	20
4	Attendance in Workshop	10
5	Presentation of observation report & Professional Portfolio	20
6	Attendance in End of Practicum Seminar	10
	Total marks	100
	Pass percentage	50%

### *Workshop/Seminar attendance marks distribution*

95 % & above	10marks
90-94%	09marks
85-89%	08marks
80-84%	07marks
Below 80%	Does not qualify

The graduate has to pass each component of the practicum separately. In case of failure in any component, the student has to take fresh admission in the practicum.

## FEE TERIFF:

<b>Admission fee:</b> (At the time of first admission)	<b>Rs. 1000/-</b>
<b>Registration fee</b> (At the time of first admission in University)	<b>Rs. 500/-</b>
<b>Fee for 3 credit hours course:</b> Rs.3900/- <b>Fee for 6 courses:</b> 3900×6= Rs.23400/-	<b>Rs. 23400/-</b>
<b>Technology fee</b> (per student per semester)	<b>Rs. 500/-</b>
<b>Total Fee for 1<sup>st</sup> Semester</b>	<b>Rs.25400/-</b>
<b>Practicum fee: Rs.4800/-</b>	<b>Rs. 4800/-</b>

### For Academic Assistance:

Dr. Rukhsana Durrani  
Programme Coordinator  
Phone: 051-9057412  
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### FACULTY MEMBERS

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### **Department of Educational Planning, Policy Studies and Leadership (EPPSL)**

The department was established in 1976 was renamed as EPPSL in 2008. It offers programmes in educational planning and management. These programmes are aimed at producing a cadre of professionals for the educational institutions and organizations in the country. Programmes of EPPSL include

Postgraduate Diploma (EPM) (ELM), MA (EPM), MPhil and PhD in Education. The courses of these programmes are attained to the field requirements of target personnel in the areas of educational planning and management.

### **PGD-EDUCATIONAL PLANNING AND MANAGEMENT (EPM)**

The programme of Educational Planning and Management (EPM) is the first Master's degree venture of the Allama Iqbal Open University. The early courses of the EPM were launched in 1976 under the Institute of Education. In 1984, when the status of the Institute of Education was raised to the Faculty of Education the Department of Educational Planning and Management was created within the Faculty of Education to organize the EPM programmes. The Department of EPM offers courses of study in the professional areas of Educational Planning and Management which are aimed at producing a cadre of professionals for educational institutions and organizations of the country for all levels of planning and management jobs.

#### **1) Objectives of Program**

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

## 2) Duration of Program

PGD-Educational Planning & Management comprises 30 credit hours with one-year duration.

## 3) Admission criteria/eligibility

A graduate with second division is eligible to apply for admission to PGD in Educational Planning and Management.

## 4) Semester-wise scheme of study with credit hours

### First Semester

Course Code	Course title	Cr. Hrs	Category
6557	Basic Concepts of Educational Planning-I	3	Comp
6558	Basic Concepts of Educational Planning-II	3	Comp
6561	Plan Implementation and Management-I	3	Comp
6562	Plan Implementation and Management-II	3	Comp

### 2nd Semester

6559	Processes of Educational Planning-I	3	Comp
6560	Processes of Educational Planning-II	3	Comp
6563	Curriculum Planning and Evaluation-I	3	Comp
6564	Curriculum Planning and Evaluation-II"	3	Comp
6567	Development Education-I	3	Elec
6568	Development Education-II	3	Elec

6571	Project Implementation, Monitoring & Evaluation -I	3	Elec
6572	Project Implementation, Monitoring & Evaluation -II	3	Elec
6573	Population Education-I	3	Elec
6574	Population Education-II	3	Elec

## Fee Tariff

Registration Fee: (once at the time of 1 <sup>st</sup> admission in University)	<b>Rs.500/-</b>
Admission Fee: (once at the time of 1 <sup>st</sup> admission in University)	<b>Rs.1000/-</b>
Technology Fee: (per student per semester)	<b>Rs.500/-</b>
Per 3 credit hours course fee Rs.2250/- (Rs.2250×4)= 9,000/-	<b>Rs.9,000/-</b>
<b>Total fee for 1<sup>st</sup> Semester</b>	<b>Rs.11,000/-</b>

## Note:

1. Students can take course work equivalent to 18 credit hours in a semester (Except 1st Semester)
2. A student must opt courses in pair (I & II) **Award of degree** Post graduate diploma in Educational Planning and Management can be awarded only when the students have completed 30 credit hours.

## 3. Method of Instructions:

Medium of instructions for PGD (EPM) is English.

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

#### **4. Evaluation Scheme:**

##### **i. Assignments**

Two assignments for each course (100+100 marks)

##### **ii. Workshops**

A week long workshop for each course will be held at the end of each semester at AIOU Main Campus Islamabad/ online. Participation in the workshop is mandatory.

##### **iii. Presentation**

Nil

##### **iv. Final/Mid-Term Examination**

One 100 marks final written paper of each course

#### **1) Fee structure**

PGD (EPM) candidates may not submit the fee. They should submit only the admission form with all the relevant attested documents including experience certificates to the EPPSL department, AIOU, Islamabad. After determination of the merit, selected candidates will be offered to submit their fee within stipulated period.

#### **Research Work/Thesis Project (if Applicable)**

Not Applicable

#### **Concluding Remarks**

Note: Admission Form with all credentials and experience certificates must be sent to the following address:

##### **Chairperson**

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Educational Planning,

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Faculty of Education AIOU,

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##### **Program Coordinator**

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## **PGD-EDUCATIONAL LEADERSHIP AND MANAGEMENT (ELM)**

### **1. Introduction:**

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

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

### **2. Objectives of the Programme:**

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

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

### **3. Duration:**

- Duration of PDG ELM programme is one year comprising 2 Semester. A student shall have to successfully complete 30 credit hour course and research project.
- PGD ELM programme comprises of 30 credits course work along with the research Project with following details
- Medium of Instruction will be in English

### **4. Eligibility for Admission:**

- i. Applicant having 14 years of Education from HEC recognized institution with at least 2<sup>nd</sup> division (45%) marks or equivalent CGPA are eligible to apply.
- ii. PGD (ELM) candidates shall not submit the fee they should submit only the admission form with all the relevant attested documents including experience certificates to the concerned department Chairman AIOU Islamabad.
- iii. After determination of the merit, selected candidates will be offered to submit their fee within stipulated time period.

## 5. Semester Course Detail:

### First Semester:

Course Code	Course Titles	Credit Hours
1645	Educational Leadership	03
1647	Instructional Supervision	03
1646	Organizational Leadership	03
1648	Institutional Development	03
1649	Educational Research	03

### Second Semester:

Course Code	Course Titles	Credit Hours
1690	School Administration & Supervision	03
1691	School Community Relations	03
1692	Comparative Perspective of ELM	03
1693	Educational Resource Management	03
1694	Research / Project	03

## 6. Fee Tariff:

<b>Registration Fee:</b> (once at the time of 1 <sup>st</sup> admission in University)	<b>Rs.500/-</b>
<b>Admission Fee:</b> (once at the time of 1 <sup>st</sup> admission in University)	<b>Rs.1000/-</b>
<b>Technology Fee:</b> (per student per semester)	<b>Rs.500/-</b>
Per 3 credit hours coursefeeRs.3900/- (Rs.3900×5)= 19500/-	<b>Rs.19,500/-</b>
<b>Total fee for 1<sup>st</sup> Semester</b>	<b>Rs.21,500/-</b>

**Note:** PGD degree in ELM can be awarded only when the student has completed 30 credit hours.

### Method of instructions

Medium of instructions for PGD (ELM) is English.

There are two modes

#### (i) Correspondence mode

In which printed learning material and hand written assignments are included. Study material will be available on AIOU website only.

#### (ii) Online Mode

Online learning Management System and typed assignments shall be included.

**Evaluation Scheme**

As per AIOU policy.

**Assignments**

Two assignments for each course (100+100 marks)

**Workshops**

A three-days workshop for each course will be held at the end of each semester at AIOU Main Campus Islamabad/ online. Participation in the workshop is mandatory.

**Quiz**

An online quiz is to be attempted after workshop.

**Final/Mid-Term Examination**

One 100 marks final written paper of each course

**Fee Structure**

PGD (ELM) candidates may not submit the fee. They should submit only the admission form with all the relevant attested documents including experience certificates to the EPPSL department, AIOU, Islamabad. After determination of the merit, selected candidates will be offered to submit their fee within stipulated period.

**Research Work/Thesis Project (Applicable)**

One research/project (1694) is to be conducted, submitted and presented in the department before external evaluation.

**Concluding Remarks**

**Note: Apply for admission online only.**

**Incharge**

Dr. Afshan Huma

afshan.huma@aiou.edu.pk

Educational Planning,

Policy Studies & Leadership Department

Faculty of Education AIOU

Sector H – 8, Islamabad.

Ph: 051-9574350, 051-9574395, 051-9250059

**Program Coordinator**

Dr. Farkhunda Rashid

Farkhunda.rasheed@aiou.edu.pk

Ph: 051-9574373, 051-9574395

## **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 before the start of study period after deposit of prescribed fee. 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 Website at their given addresses.
- 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 form received without prescribed fee less fee or fee deposited after due date will not be considered.
- 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



## 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.800/-
2.	SSC(Matric)/HSSC(Intermediate)/PTC/CT/ATTC	Rs.500/-	Rs.1000/-
3.	B.A/B.Com/BB.A(old)/BLIS/BCS/Associate Degree (2 years)/ Undergraduate Diploma/Certificate	Rs.800/-	Rs.1600/-
4.	BS / BBA (4 years) Associate Degree (4 years) etc.	Rs.1200/-	Rs.2400/-
5.	B. Ed. (old programme)	Rs.1000/-	Rs.2000/-
6.	B.Ed. (1.5 years / 2.5 years / 4 years)	Rs.1200/-	Rs.2400/-
7.	M.A/M.Sc/M.Ed/MBA/M.Com/MBA & MPA Executive	Rs.1200/-	Rs.2400/-
8.	Postgraduate Diploma / Certificate	Rs.1000/-	Rs.2000/-
9.	M.Phil/MS/LL.M/M.Sc (Honors)	Rs.2000/-	Rs.4000/-
10.	Ph.D	Rs.3000/-	Rs.6000/-

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

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

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

Sr. No.	Re-Appeal 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 01<sup>st</sup> 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  
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ARD, Regional Centre, AIOU, Main Ransawal 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 Imitiaz 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 BHAUDDIN. 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 (Bakhtiarwar 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.pk**

## KHYBER PAKHTOON KHWA

DRD, Regional Campus, AIOU, Murree Road, Adjacent B.I.S.E., ABBOTTABAD Ph:(0992)39092690927  
**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**

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