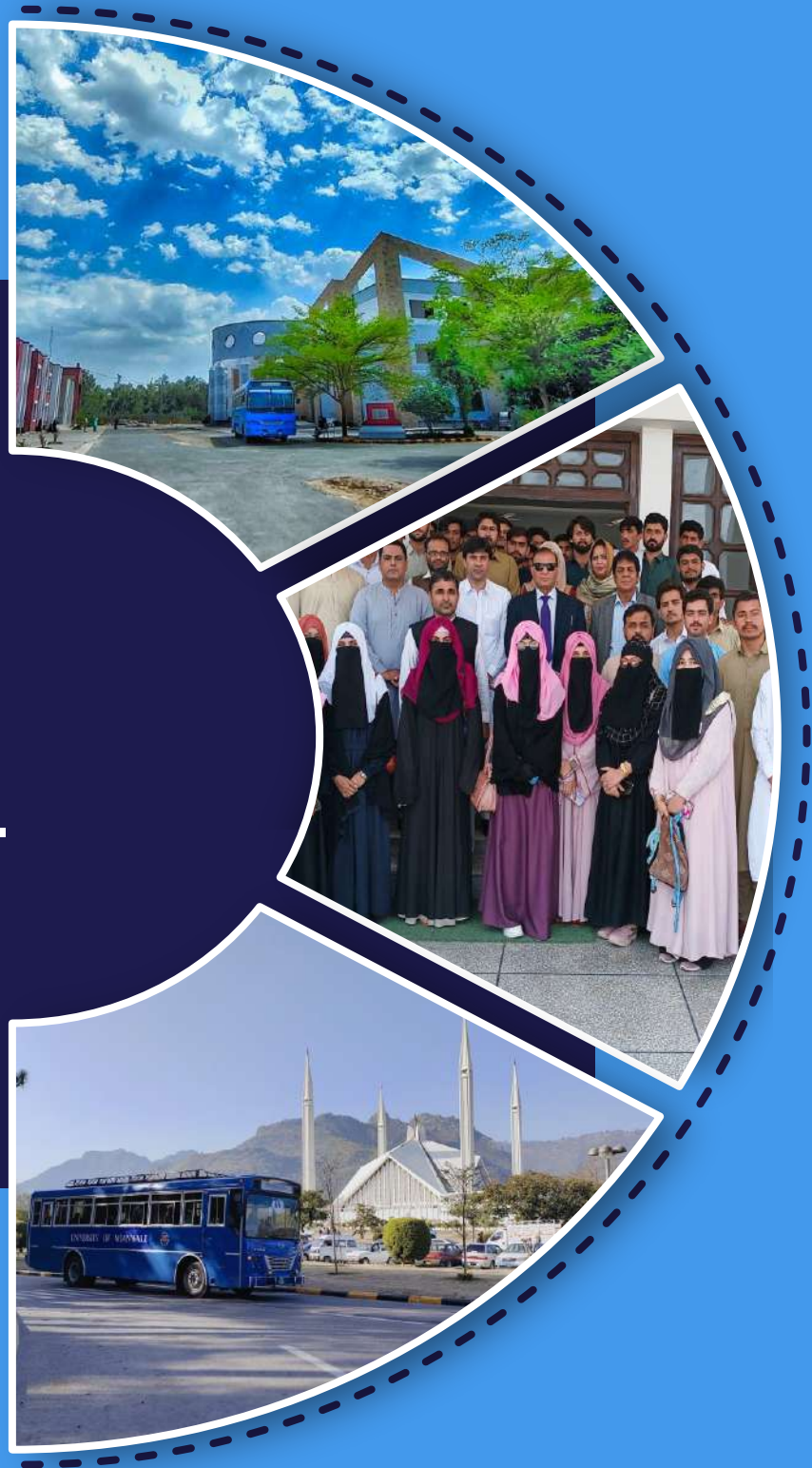


# Prospectus

## University of Mianwali

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# 2024



<https://umw.edu.pk>

# QUAID'S Message

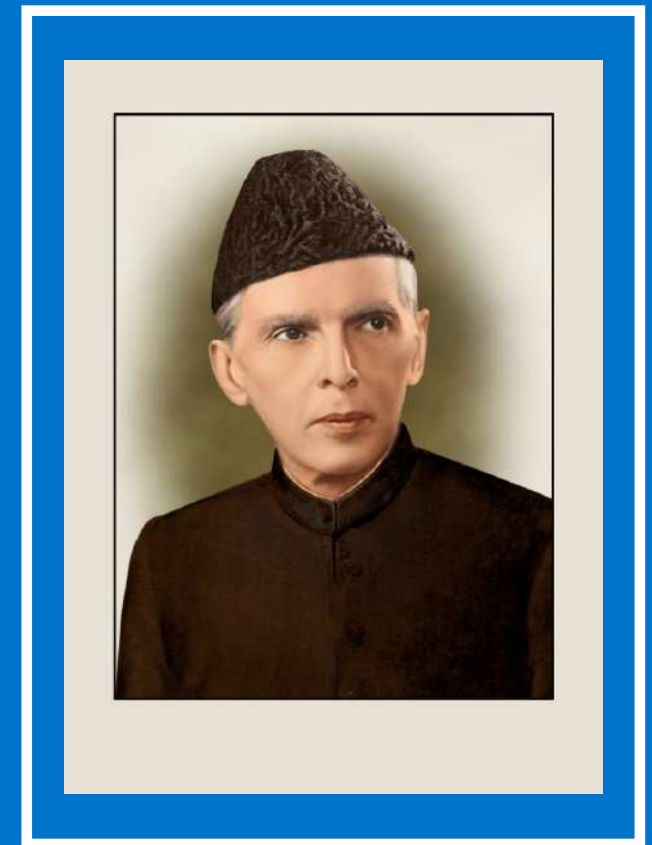
I am not making any particular reference to you but now that I have had the opportunity of talking to you, I must warn you not to allow your actions to be guided by ill-digested information or slogans and catch-words. Do not take them to heart or repeat them parrot-like. Take advantage of your period of training that this institution offers you by equipping yourself to become leaders of the future generation. There is a common fault with the students against which I must warn you. The students believe that no one can tell them anything which they do not already know. That mentality is harmful and often leads to quite a lot of mischief. But if you want to learn by your own experience, and not by the experience of your elders, let me tell you that as you become older, you will be more ready to learn from your costly experiences and the knock that you shall have received during your lifetime which will harm you more than anybody else.

Remember, you must have patience. Rome was not built in a day. Time factor, therefore, is essential. You must trust in your Government and I assure you that they are fully alive to the needs of the people, and particularly the masses who require special attention. Give them full chance and opportunity. The success of our achievements will depend upon our unity, discipline and faith not only in ourselves but in God who determines the destinies of people and nations.

My young friends!

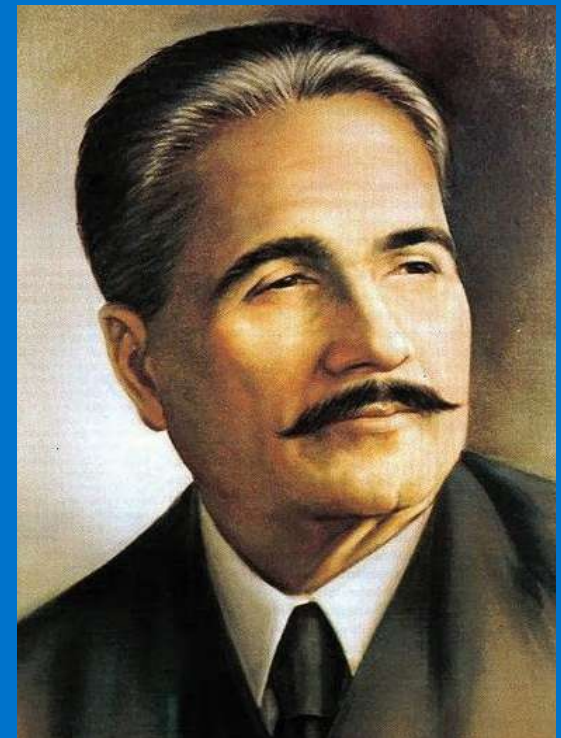
You must now fully realize the vital change, the fundamental change that has taken place. You are not now merely to confine yourselves to becoming Government servants which was the avenue to which most of you aspired. You must now realize that fresh fields, new channels and avenues are now being thrown open to you where you have unlimited opportunities, namely, you must now direct your attention to science, commercial banking, insurance, industry and technical education.

I thank you again for the honor you have done me today.



# ALLAMA MUHAMMAD IQBAL'S Educational Thoughts

Without education no nation could progress even survive in the world. But modern education produces only money-making machines. The moral values are getting eradicated. Social fabric is getting weakened. We are imparting theoretical knowledge based upon education. We have to make the children more aware on socialization. Even the information being given is very much non uniform in all the states. I think that life without education is a waste.



# Message from The Chancellor



It is worth appreciable that the University of Mianwali is starting its new academic year. Its establishment has shown a commitment to brilliance and to serve the requirements of the community.

This University will always strive to impart high-quality education, providing students with the shrewdness to be able to tackle both national and international challenges. The faculty and staff at University of Mianwali is dedicated and capable of converting the challenges into opportunities, practicing their excellence in teaching, learning and research; fulfilling the needs of the community.

University of Mianwali will introduce modern curriculum, good student engagement, paramount professional training, effective faculty development, local and international collaborations, spacious building, industry partnerships, immense research endeavors and much more.

I will focus my attention to respond to the challenges of mutable sector of higher education, identifying our strengths and building idiosyncratic character and distinctiveness.

As Chancellor, I am certain that all efforts to outdo in the field of higher education and the infusion of moral values in the students at the University of Mianwali will continue in future with greater obsession.

*Sardar Saleem Haider Khan*

# Message from Vice Chancellor



I welcome you to the University of Mianwali with the affection of a parent and the zest of an educational reformer. Since its inception in 2019, the University has been functioning with enthusiasm and verve. We have launched innovative research in various new disciplines and new academic courses which will certainly help us create a milieu that is essential for acquiring lofty academic standards. The University of Mianwali is committed to providing modern infrastructure and state-of-the-art facilities to enable the students to update their knowledge in various scientific disciplines by providing access to contemporary technology. At the same time, the university has been quite successful in maintaining a balance between modern trends in education and its old traditions. Furthermore, the university aims to inculcate critical thinking and enhance the intellectual grooming of the students which is essential for becoming proactive, productive, and responsible citizens. In addition, the beautiful campus has an exclusive administrative block and three academic blocks where the administrative and academic activities are carried out independently. The academic blocks house state-of-the-art classrooms, well-equipped laboratories, the library, and faculty offices. A bachelor's hostel for faculty is already functioning. In order to meet the growing needs of the university, the work on infrastructure development is moving at a fast pace. Since its inception, the campus has made tremendous progress both in academic and co-curricular activities with the dedication and hard work of the faculty members. Currently, more than 20 undergraduate programmes are being offered in various disciplines under the Faculty of Sciences and Faculty of Social Sciences & Humanities. We would not halt here and try to expand the sphere of academic activities by launching several new disciplines to respond to the new demands of society and the job market. The university intends to launch its M.Phil/PhD programmes in selected disciplines in near future for which the preliminary work has already been completed. I am confident that in the coming years, we, as a team of highly dedicated professionals, will open new vistas and avenues in the field of higher education and research. We are determined to transform the campus into one of the highest seats of learning in the country.

I warmly felicitate you to explore the various opportunities that we offer at the University of Mianwali---A Gateway to Excellence

# Message from Registrar



It's my pleasure to share a glimpse of what awaits you at our institution. Here, we're not just about education; we're a community dedicated to fostering growth and learning. Our campus is a dynamic space where you'll find modern facilities that cater to your academic needs. From well-equipped classrooms to advanced laboratories, we've got you covered. Our faculty members aren't just educators; they're mentors who are committed to your success. They bring expertise and a passion for teaching that goes beyond textbooks.

We believe in nurturing critical thinking, encouraging collaboration, and fostering innovation. Being part of the University of Mianwali means you're joining a diverse and vibrant family. It's a place where friendships are formed, ideas are exchanged, and dreams are realized. You'll have access to extracurricular activities, clubs, and events that enrich your overall experience. Your journey here is about more than getting a degree; it's about personal and professional development. We're here to support you in every step of this journey. The University of Mianwali is your platform for growth, where you'll gain knowledge, skills, and memories that will last a lifetime. I invite you to become a part of our community, explore your potential, embrace opportunities, and let us be a part of your transformation. We're excited to welcome you to the University of Mianwali.

# INTRODUCTION

The University has faced many challenges and sailed out from them despite many constraints. The magnificent admin block, academic blocks and laboratories add to the grace of the University. In no time at all, it has started to flourish and has achieved many laurels in academics and co-curricular activities.

Currently, undergraduate programs (BS) in Natural Sciences, Social Sciences, and Art and Humanities are being offered in the University. MS and M. Phil programs in Social Sciences and Natural Sciences are going to be launched in the coming academic years. Various batches of students have passed out and a large number of them have been placed in different public and private sector organizations, in addition to being admitted in various well-known universities of the country and abroad for higher studies. The students participate in various inter-departmental and inter-university sports and co-curricular competitions and secure distinguished positions.

Several conferences, workshops, and symposia have been organized in which renowned scholars and academicians enlightened the audience. The faculty members have also participated in national and international conferences.

It's truly a remarkable achievement for the University of Mianwali to take a bold step towards embracing green energy solutions. By installing 340 KVA solar panels, the university has not only demonstrated its commitment to sustainability but has also set an inspiring example for the community and beyond. This move not only reduces the institution's carbon footprint but also paves the way for a cleaner and greener future. Harnessing the power of the sun to generate electricity showcases the university's innovative approach and dedication to making a positive impact on the environment. This initiative undoubtedly marks a significant milestone, highlighting the importance of renewable energy and encouraging others to follow suit in the global pursuit of a more eco-friendly world.



# CITY OF MIANWALI

Mianwali District was an agricultural region with forests during the Indus Valley Civilization followed by the Vedic Civilization. In 997 CE, Sultan Mahmud Ghaznavi took over the Ghaznavid dynasty empire established by his father, Sultan Sebuktigin. In 1005, he conquered the Shahis in Kabul, followed by the conquests of Punjab region. The population of the Punjab region became majority Muslim, following the conquests by various Muslim dynasties from Central Asia. Immediately preceding the annexation of the Punjab by the British after the Anglo- Sikh Wars, this area was part of the Sikh Empire. During British rule, the Indian empire was subdivided into provinces, divisions and districts; afterward, the independence of Pakistan divisions remained the third tier of government until 2000. The British had established the town of Mianwali as tehsil headquarters of Bannu District then part of Dera Ismail Khan Division of Punjab province.

Though Mianwali is claimed an integral part of the Saraiki speaking belt by the Saraiki language activists, Punjabi-Saraiki division seems to hold little influence on common people in this district. Inhabitants of Mianwali district speak a great variety of Saraiki. Besides Saraiki and Punjabi, Pashto and Urdu languages are also spoken or used for communications by the people of Mianwali. District Mianwali is spread over an area of 5,840 square kilometers and is in vicinity of district Attock on North-East, Chakwal and Khushab districts on East and Bhakkar on South and Khyber Pakhtunkhwa on its West and North-West. River Indus flows across the district from North to South. Three branches of the Thal Canal Emerging from Jinnah Barrage on river Indus near Kalabagh irrigate the vast areas. Another canal called Chashma Link Canal connects river Indus with river Jhelum through Chashma Barrage. The district has extreme hot and cold climate. The maximum temperature during the summer shoots up to 51 C while the minimum temperature recorded in winter is as low as 2 C. The average rainfall in the district is about 250mm. Namal Lake is located on side of the Namal valley in Mianwali District, Punjab, Pakistan. It was formed following the construction of Namal Dam in 1913. The lake has a surface area of 5.5 square km. There are mountains on its Western and Southern sides while the other two sides are the agricultural areas.

The Kala Bagh Dam Is a proposed hydroelectric dam on the Indus River at Kala Bagh in the Mianwali District, Punjab, Pakistan. The issue has been intensely debated along ethnic and regional lines for over 40 years. If constructed, the dam could generate 3,600 MW of electricity. It is also suggested and promoted as a potential solution to the chronic flooding problems and the related water crises in the country. Over the decades, the understanding of the environmental impacts of mega dam projects have grown, and Pakistan Economy Watch has demanded a national debate on the KBD issue.





# CO-CURRICULAR ACTIVITIES

University of Mianwali is providing ample facilities of co-curricular activities for its students since 2019. These activities include competitions of Qirat, Naat, Speeches, Debates, Bait Bazi, Fine Arts, Drama, Poetry, Skits, Essay Writing, and Melody etc. The campus has established a co-curricular forum to inculcate cognitive, affective and psychomotor skills among students. The forum not only holds interdepartmental competitions, but also ensures the involvement of aspiring students to participate intervarsity competitions. The co-curricular forum also holds Annual Debates, Vigorous Spark and Grand Seminars each year. In addition to this, seminars, skits, symposia, exhibitions, conferences, and focused group discussions are conducted under the banner of co-curricular forum. Students are bestowed with certificates, cash prizes and appreciation letters on their best performances in these competitions. Since the inception of University of Mianwali, several students have participated in intervarsity competitions held by other universities and have won the prizes.

The co-curricular forum has been conducting various activities in the name of Vigorous Spark since 2019 in which the students participate in multifaceted competitions including E-Gaming, Chess, Idea Presentation, Junk Art, Painting, Poster Design, Programing, Quizes, Singing, Sketching, Selfies, Thematic Film, Bait Bazi, Photography and Speeches etc. The forum has previously organized three Mega Seminars on current issues and trends in education and a Seerat-ul-Nabi Conference in which renowned personalities of national repute were invited. This forum has a professional linkage with Radio Pakistan Mianwali where students are given opportunities to participate and discuss current affairs and knowledge-oriented programs transmitted on national hookup.

In 2022, University of Mianwali buzzed with excitement as it hosted its annual sports gala, featuring a thrilling badminton competition. The campus was abuzz with energy as students and faculty eagerly gathered to witness the intense showdowns on the badminton courts. The competition showcased not only the players' skills but also their unwaering determination and sportsmanship.



# REGISTRAR OFFICE

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Khan Rana**  
Registrar



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# ADMINISTRATIVE OFFICES

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**Dr. Eid Rehman**  
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# ADMINISTRATIVE OFFICE

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Arslan Gillani**  
Estate Officer



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**Muhammad  
Zahid Khan**  
Resident Auditor



**Mr. Asif Raza**  
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**Ms. Nida Fatima**  
Hostel Superintendent  
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**Mr. Muhammad  
Suleman**  
Network Administrator

# ADMINISTRATIVE OFFICE

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Our meticulous application review process is designed to ensure fairness and transparency. It involves thorough checks of eligibility criteria, meticulous document verification, and the publication of clear and open merit lists. We invite you to join us on a transformative journey characterized by the acquisition of knowledge and personal development. This voyage is steered by our experienced faculty members who are dedicated to your academic progress, and it is enriched by the presence of state-of-the-art educational resources.

In essence, your journey towards a brighter future commences right here with us at the University of Mianwali's Admission Office. We are not only a gateway to education but also a bridge to realizing your potential. By choosing to be a part of our academic community, you are embracing a world of possibilities and setting the stage for the realization of your aspirations. Your journey towards a brighter tomorrow starts now.



**Dr. Zafar Iqbal**  
Chairman  
Admission Committee



**Dr. Abdul Qayyum**  
Incharge Admission office  
[drabdulqayyum@umw.edu.pk](mailto:drabdulqayyum@umw.edu.pk)

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Allama Muhammad Iqbal's Educational Thoughts

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Facilities

## FACULTY OF SOCIAL SCIENCES & HUMANITIES

Department Of Arabic & Islamic Studies

Department Of Business Administration

Department Of Commerce

Department Of Economics

Department Of Education

Department Of English

Department Of Psychology

Department Of Urdu

## FACULTY OF SCIENCES

Department Of Biotechnology

Department Of Botany

Department Of Chemistry

Department Of Software Engineering

Department Of CS & IT

Department Of Mathematics

Department Of Physics

Department Of Statistics & Data Science

Department Of Zoology

E-Rozgaar

# FACILITIES

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## TRANSPORT

Route No.	Route
1	Piplan to Mianwali
2	Quaid Abad to Mianwali
3	Qamar Mashani to Mianwali
4	Khanqah Serajia to Mianwali
5	Ban Hafiz Gee to Mianwali



## HOSTELS



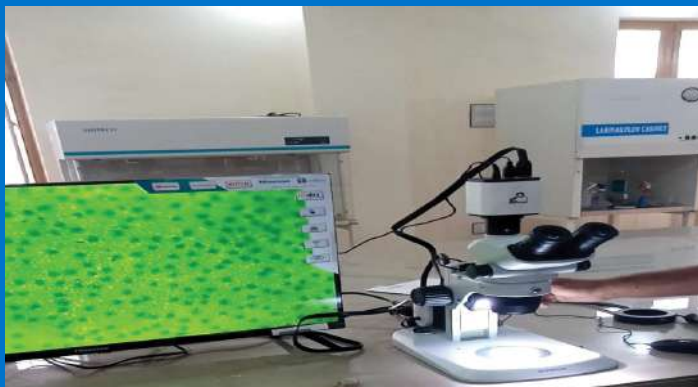
# FACILITIES

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## CHEMISTRY LABS



## BIOLOGY LABS





# FACILITIES

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## PHYSICS LABS



## COMPUTER LABS



# FACULTY OF SOCIAL SCIENCES & HUMANITIES

## Departments

DEPARTMENT OF ARABIC & ISLAMIC STUDIES

DEPARTMENT OF BUSINESS ADMINISTRATION

DEPARTMENT OF COMMERCE

DEPARTMENT OF ECONOMICS

DEPARTMENT OF EDUCATION

DEPARTMENT OF ENGLISH

DEPARTMENT OF PSYCHOLOGY

DEPARTMENT OF URDU

## FOCAL PERSON OF DEAN OFFICE



Dr. Muhammad  
Shafiq Asif

# DEPARTMENT OF ARABIC & ISLAMIC STUDIES

## **INTRODUCTION**

Islam is a complete code of life and provides guidance in social, political, judicial, economic, moral, ideological, psychological, spiritual, and scientific aspects of life. The department of Arabic and Islamic Studies intends to discuss the emerging issues in these dimensions in relation to the teachings of Quran and Sunnah and provide solution from Islamic perspective.

## **VISION**

To contribute to society through the pursuit of Islamic education and research and be able to respond effectively to the posed modern-day challenges. To train students to develop Islamic values along with social morals, ethics and skills to work diligently and to function benevolently in all avenues of life to build a cohesive, proud and sovereign nation. To restore the full meaning of education by offering an opportunity to study, comprehensively and critically, the syllabus of a classical education in the Islamic sciences sensitively adapted for our time.

## **MISSION**

Department of Arabic & Islamic Studies aims to be recognized as the Islamic world knowledge hub that delivers and caters world class research, teaching and learning environment by developing, expanding and enhancing research programs led by exemplary faculty for competent and efficient students. It intends to enable students to serve as faithful representatives of a practiced Islam that is, according to the pattern of God's Messenger and his Companions, gracious and patient with religious diversity; an Islam based on sound knowledge that the students have acquired for themselves and which they carry back into their communities; an Islam practiced as a commitment to respect, care for and serve others; an Islam secured not by attachment to communal identity but by attachment to God. To develop and support harmony between different religions and sects of society and to relate to others with tolerance, respect and consideration, whatever their beliefs and attitudes may be.

# DEPARTMENT OF ARABIC & ISLAMIC STUDIES

## Faculty



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**Mr. Muhammad  
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**Ms. Tuba Gul**  
Visiting Lecturer  
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# BS ARABIC

Course Code	Course Title	C/HR.
<b>Semester-1 : الوحدة الأولى :</b>		
ARB-101	Translation of the Holy Quran-I	Non-Credit
URD-203	Iqbaliat	2(2+0)
CIT-201	Applications of ICT	3(2+1)
ENG-201	Functional English	3(3+0)
ISL-201	Islamic Studies / Ethics (Optional)	2(2+0)
ISL-101	Seerat of the Holy Prophet Muhammad	1(1+0)
ISL-306	Islamic History - I	3(3+0)
ARB-301	العربية الوظيفية - I	3(3+0)
Total 17(16+1)		
<b>Semester-2 : الوحدة الثانية :</b>		
ARB-302	علم الأصوات - II	2(2+0)
ENG-202	Expository Writing	3(3+0)
PSY-201	Social and Behavioral Science	2(2+0)
PST-201	Ideology and Constitution of Pakistan	2(2+0)
ARB-303	الادب الشرقي	3(3+0)
ISL-307	Islamic History - II	3(3+0)
ARB-304	الإشياء العربي - I	3(3+0)
Total 18(18+0)		
<b>Semester-3 : الوحدة الثالثة :</b>		
ARB-102	Translation of the Holy Quran-II	Non-Credit
CHM-202	Science of Global Challenges	3(2+1)
MTH-201	Quantitative Reasoning - I	3(3+0)
EDU-201	Civics and Community Engagement	2(2+0)
ISL-405	Islamic History - III	3(3+0)
ARB-401	اللسانيات الشرقيه	3(3+0)
ARB-402	العربية الوظيفية - II	3(3+0)
Total 17(16+1)		
<b>Semester- 4 : الوحدة الرابعة :</b>		
MTH-202	Quantitative Reasoning - II	3(3+0)

ISL-406	Islamic History - IV	3(3+0)
ARB-403	دراسة العالم العربي	3(3+0)
ARB-404	لغة الجرائد	3(3+0)
ARB-405	الإشياء العربي - II	3(3+0)
BAM-201	Entrepreneurship	2(2+0)
Total 17(17+0)		

### Semester-5 : الوحدة الخامسة :

ARB-103	Translation of the Holy Quran-III	Non-Credit
ARB-501	القواعد التطبيقية - I	3(3+0)
ARB-502	الادب القرآني	3(3+0)
ARB-503	تاريخ الأدب العربي - I	3(3+0)
ARB-504	النثر العربي القديم	3(3+0)
ARB-505	الشعر العربي القديم	3(3+0)
Total 15(15+0)		

### Semester-6 : الوحدة السادسة :

ARB-506	القواعد التطبيقية - II	3(3+0)
ARB-507	أدب الحديث النبوي ﷺ	3(3+0)
ARB-508	تاريخ الأدب العربي - II	3(3+0)
ARB-509	النثر العربي الحديث	3(3+0)
ARB-510	الشعر العربي الحديث	3(3+0)
Total 15(15-0)		

### Semester-7 : الوحدة السابعة :

ARB-104	Translation of the Holy Quran-IV	Non-Credit
ARB-601	علم البلاغة	3(3+0)
ARB-602	علم العروض والقوافي	3(3+0)
ARB-603	الترجمة بين اللغتين	3(3+0)
ARB-604	المدخل إلى اللسانية/علم اللغة الحديث	3(3+0)
ARB-605	منهج البحث والتحقيق	3(0+3)
ARB-500	التدريب الداخلي / Internship	3(0+3)
Total 18(15+3)		

### Semester-8 : الوحدة الثامنة :

BAM-681	Entrepreneurial Skill Development	1(0+1)
ARB-606	الأدب المقارن	3(3+0)
ARB-607	النقد الأدبي	3(3+0)
ARB-608	الأدب العربي في شبه القارة	3(3+0)
ARB-609	الأدب العربي في الإنلنس	3(3+0)
ARB-600	أطروحة/مشروع / Thesis Project	3(3+0)
Total 16(15+1)		

## ELIGIBILITY CRITERIA

At least 45% marks in Intermediate or equivalent  
Duration: 4 Years  
Semesters: 8  
Degree Requirements: Minimum 133 credit hours



# BS ISLAMIC STUDIES

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
ARB-101	Translation of The Holy Quran - I	Non-Credit
URD-203	Iqbaliat	2(2+0)
CIT-201	Application's of ICT	3(2+1)
ISL-201	Islamic Studies / Ethics (Optional)	2(2+0)
ISL-101	Seerat of the Holy Prophet Muhammed(SAW)	1(1+0)
ARB-305	Arabic - I	3(3+0)
ISL-301	Sciences of Quran	3(3+0)
ISL-302	Hadith - I	3(3+0)
Total 17(16+1)		

<b>Semester 2</b>		
CHM-202	Science of Global Challenges	3(2+1)
MTH-201	Quantitative Reasoning-I	3(3+0)
ISL-303	Tajweed O Qire'at	2(2+0)
ISL-304	Hadith-II	3(3+0)
ISL-305	Seerat un Nabi (PBUH)	3(3+0)
ARB-306	Arabic - II	3(3+0)
Total 17(16+1)		

<b>Semester 3</b>		
ARB-102	Translation of The Holy Quran-II	Non-Credit
MTH-202	Quantitative Reasoning-II	3(3+0)
PST-201	Ideology and Constitution of Pakistan	2(2+0)
ENG-201	Functional English	3(3+0)
ARB-406	Arabic-III	3(3+0)
ISL-401	Islamic History-I	3(3+0)
ISL-402	Fiqh-I	3(3+0)
Total 17(17+0)		

<b>Semester 4</b>		
PSY-201	Social and Behavioral Science	2(2+0)
ENG-202	Expository writing	3(3+0)
EDU-201	Civics and Communication Engagement	2(2+0)

ARB-407	Arabic-IV	3(3+0)
ISL-403	Fiqh-II	3(3+0)
ISL-404	Islamic History-II	3(3+0)
BAM-201	Entrepreneurship	2(2+0)
Total 18 (18+0)		

<b>Semester 5</b>		
ARB-103	Translation of the Holy Quran - III	Non-Credit
ISL-501	Contemporary Muslim World	3(3+0)
ISL-502	Islam And Modern Political Thoughts	3(3+0)
ISL-503	Tafseer - I	3(3+0)
ISL-504	Hadith - III	3(3+0)
ISL-505	Fiqh - III	3(3+0)
Total 15(15+0)		

<b>Semester 6</b>		
ISL-506	Comparative Study of Religions - I	3(3+0)
ISL-507	History And Principles of Tafseer	3(3+0)
ISL-508	History And Principles of Hadith	3(3+0)
ISL-509	Tafseer - II	3(3+0)
ISL-510	Usool e Fiqh	3(3+0)
ISL-511	Islamic Economic-I	3(3+0)
Total 18 (18+0)		

<b>Semester 7</b>		
ARB-104	Transaltion of the Holy Quran - IV	Non Credit
ISL-601	Comparative Study of Religions - II	3(3+0)
ISL-602	Islam and Science	3(3+0)
ISL-603	Dawat-o-Irshad	3(3+0)
ISL-604	Tafseer-III	3(3+0)
ISL-500	Internship	3(0+3)
BAM-681	Entrepreneurial Skill Development	1(0+1)
Total 16(12+4)		

<b>Semester 8</b>		
ISL-606	Islam and Modern Social Thoughts	3(3+0)
ISL-607	Islamic Economics - II	3(3+0)
ISL-608	Research Methodology	3(3+0)
ISL-609	Tafseer-IV	3(3+0)
ISL-600	Project	3(3+0)
Total 15(15+0)		

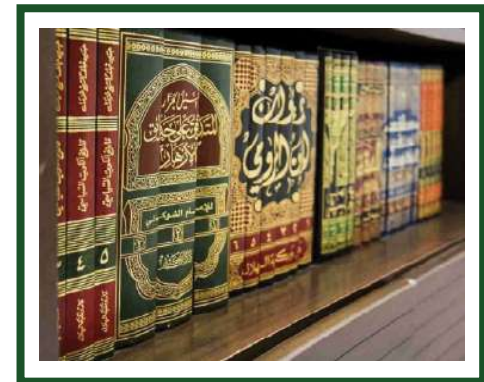
## ELIGIBILITY CRITERIA

At least 45% marks in Intermediate or equivalent

Duration: 4 Years

Semesters: 8

Degree Requirements: Minimum 133 credit hours



# M.Phil

## ISLAMIC STUDIES

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
ISL-701	Uloom UI Quran	3(3+0)
ISL-702	Uloom UI Hadith	3(3+0)
ISL-703	Arabic Language & Literature	3(3+0)
ISL-704	Analytical Study of Orientalism	3(3+0)

<b>Semester 2</b>		
ISL-705	Uloom UI Fiqh	3(3+0)
ISL-706	Uloom UI Seerah	3(3+0)
ISL-707	Research Methodology	3(3+0)
ISL-708	Study of Islamic & Arabic Sources	3(3+0)

<b>Semester 3 &amp; 4</b>		
ISL-700	Thesis / Research Work	6(0+6)

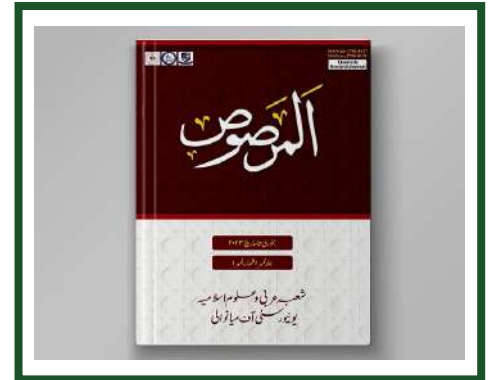


### ELIGIBILITY CRITERIA

Sixteen years of education in respective subject or equivalent with minimum 2nd Division / 2.5 CGPA.

Duration : 2 years 04 Semesters (minimum) and 08 Semesters (Maximum)

Degree Requirements : Minimum 30 Credits hour's (Internal departmental test and interview will be conducted for the final selection of the candidate.)



# DEPARTMENT OF BUSINESS ADMINISTRATION

## **Introduction**

The Department of Business Administration University of Mianwali has been active in providing candidates with systematic knowledge and understanding of the principles of business and market dynamics. The degree programs are designed on team-based learning, class presentations, case studies, field research reports and other reference materials, to combine academic theories with empirical research, seminars and workshops on current economic and business developments. The Department of Business Administration intends to provide quality and research-oriented business education. To keep pace with the dynamic world of business and business education, the department of Business Administration is accelerating in both ways, one, the department is expanding its educational programs by introducing MBA Program and BBA (HONS) four years Program. Another development is to bring about change in syllabus, which is in compliance with the international education policy.

Academic year is divided into two semesters based on classroom lectures, research work, presentations and report writing etc. GPA evaluation system is there to grade student in a way that they are accepted internationally. Minimum CGPA requirement for the degree is 2.00

## **VISION**

Together, we aim to inspire, educate, and empower individuals to lead with purpose, navigate complex challenges, and contribute positively to a sustainable and prosperous world.

## **MISSION**

Through rigorous academic programs, experiential learning, commitment to diversity and sustainability, our mission is to inspire individuals to lead with purpose, equipping them with the skills and mindset to navigate complexity, contribute to economic growth, and make a positive impact on society.



# DEPARTMENT OF BUSINESS ADMINISTRATION

## Faculty



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# BBA

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
ENG-201	Functional English	3(3+0)
BAM-301	Introduction to Business	3(3+0)
CIT-201	Introduction To ICT	3(2+1)
BAM-302	Financial Accounting-1	3(3+0)
BAM-303	Introduction to Management	3(3+0)
ISL-201/ISL202	Islamic Studies / Ethics for Non-Muslims	2(2+0)
ARB-101	Translation Quran Studies-I	Non-Credit(1+0)
		Total 17

<b>Semester 2</b>		
BAM-304	Financial Accounting-II	3(3+0)
MTH-201	Quantitative Reasoning-I	3(3+0)
BAM-305	Principals of Marketing	3(3+0)
ECO-301	Principle of Microeconomics	3(3+0)
PST-201	Ideology and Constitution of Pakistan	2(2+0)
BAM-306	Business Communication	3(3+0)
ISL-101	Seerat of the Holy Prophet(SAW)	1(1+0)
		Total 18

<b>Semester 3</b>		
ENG-202	Expository Writings	3(3+0)
BAM-401	Cost and Management Accounting	3(3+0)
BAM-402	Introduction to HRM	3(3+0)
ECO-302	Principles of The Macro Economics	3(3+0)
ARB-102	Translation of The Holy Quran-II	Non-Credit
URCQ-5103	Anyone from the pool(Natural Science)	3(2+1)
		Total 15

<b>Semester 4</b>		
EDU-201	Civics and Community Engagement	2(2+0)
BAM-201	Entrepreneurship	2(2+0)
	AnyOne from the pool1(Arts and Humanities)	2(2+0)

MTH-202	Quantitative Reasoning-II	3(3+0)
BAM-403	Business Finance	3(3+0)
BAM-404	Money,Banking and Credit	3(3+0)
	Anyone from the pool3(Social Science)	2(2+0)
		Total 17

<b>Semester 5</b>		
BAM-501	Business Law	3(3+0)
BAM502	Organizational Behavior	3(3+0)
BAM-503	Marketing Management	3(3+0)
BAM-504	Total Quality Management	3(3+0)
BAM-505	International Business	3(3+0)
ARB-103	Translation of the Holy Quran	Non-Credit(1-0)
		Total 15

<b>Semester 6</b>		
BAM-506	Business Research Methods	3(3+0)
BAM-507	Data Analytics in Business	3(3+0)
BAM-508	Consumer Behavior	3(3+0)
BAM-509	Business Ethics	3(3+0)
BAM-510	Financial Innovation and Technology	3(3+0)
		Total 15

<b>Semester 7</b>		
BAM-500	Intership	3(0+3)
BAM-681	Entrepreneurial Skill Development	1(0+1)
BAM-XXX	Elective-I	3(3+0)
BAM-XXX	ElectiveII	3(3+0)
BAM-XXX	Elective-III	3(3+0)
BAM-XXX	Elective-IV	3(3+0)
ARB-104	Translation of the Holy Quran-IV	Non-Credit(1+0)
		Total 16

<b>Semester 8</b>		
BAM-601	Strategic Management	3(3+0)
BAM-XXX	Elective-V	3(3+0)
BAM-XXX	Elective-VI	3(3+0)
BAM-XXX	ElectiveVII	3(3+0)
BAM-XXX	Elective-VIII	3(3+0)
BAM-600	Capstone Project	3(0+3)
		Total 18

## ELIGIBILITY CRITERIA

At least 2nd Div. (45% marks) in intermediate or equivalent (12 years of education)

Duration: 4 Years

Semesters: 8

Degree Requirements: Minimum 133 credit hours

Internship: 06-08 weeks



# M.Phil

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
BUSN-7101	Strategic Management	3
BUSN-7102	Advanced Research Methods	3
-----	Elective-I	3
-----	Elective-II	3

<b>Semester 2</b>		
BUSN-7102	Strategic Marketing	3
BUSN-7104	Strategic Finance	3
-----	Elective-III	3
-----	Elective-IV	3

<b>Semester 3 &amp; 4</b>		
-----	Thesis	6

## Elective's: Human Resource Management

BUSN 7105	Advanced Topic in Human Resource Management
BUSN 7106	Quantitative Methods in the Applied Behavioural Science
BUSN 7107	Strategic HRM: Concepts and Application
BUSN 7108	Human Capital Management: Acquisition, Development and Retention
BUSN 7109	Knowledge Management & HRIS
BUSN 7110	Legal System, Labor Relation, and Regulatory Practices.
BUSN 7111	HR Analytics
BUSN 7112	Staffing and Performance Management
BUSN 7113	Human Resource Development
BUSN 7114	Leadership and Motivational Skills
BUSN 7115	Industrial Psychology and Collective Bargaining
BUSN 7116	Corporate Ethics
BUSN 7117	Labor Laws

## Finance

BUSN 7118	Advanced Financial Management
BUSN 7119	Advanced Topics in International Finance
BUSN 7120	Advanced Topics in Risk Analysis and Insurance Management

BUSN 7121	Portfolio Selection Management
BUSN 7122	Financial Modeling and Enterprise Risk Management
BUSN 7123	Stock Market and Efficiency
BUSN 7124	Seminar in Financial Management
BUSN 7125	Capital Risk Management
BUSN 7126	SME and Rural Finance
BUSN 7127	Corporate Securities and Regulatory Framework
BUSN 7128	Financial Econometrics
BUSN 7129	Financial Modeling
BUSN 7130	Financial Derivation
BUSN 7131	Islamic Banking and Finance

## Marketing

BUSN 7132	Issues in Consumer Behavior Advance
BUSN 7133	Advertising and Promotions
BUSN 7134	Issues in Brand Management
BUSN 7135	Advances in Marketing Research
BUSN 7136	Integrated Market Communications
BUSN 7137	Issues in Sales Promotion and Sponsorship
BUSN 7138	International Marketing Management
BUSN 7139	Issues in Customer Relationship Management
BUSN 7140	Analytical Modeling for Marketing Managers

## ELIGIBILITY CRITERIA

Sixteen Years of education in the relevant field

Duration: 2 Years

Semesters: 2 Year 4 semesters (minimum) and up to 08 semesters (04 years maximum)

Degree Requirements: Minimum 30 credit hours



# DEPARTMENT OF COMMERCE

## **INTRODUCTION**

Welcome to the vibrant and dynamic Department of Commerce at the University of Mianwali, where academic excellence meets real-world application. This Department is established with a commitment to providing a comprehensive learning experience; we pride ourselves on preparing students to navigate the complexities of the business world with confidence and competence. At the heart of our academic philosophy is a dedication to cultivating a holistic understanding of commerce, encompassing diverse disciplines such as banking, accounting, finance, marketing, and human resource management. Our faculty comprising highly qualified educators, brings a wealth of experience to the classroom, ensuring that students receive a well-rounded education that extends beyond theoretical concepts to practical, industry-relevant skills.

The Commerce Department at the University of Mianwali is not only committed to academic excellence but also to nurturing an environment that encourages critical thinking, creativity, and ethical decision-making. We understand the importance of adapting to the ever-evolving landscape of commerce, and as such, our curriculum is designed to instill a forward-thinking business mindset in our students

## **VISION**

The Department of Commerce, University of Mianwali, strives to be a leading hub of academic excellence, innovation, and collaboration in the field of commerce education. We envision producing globally competent graduates equipped with practical & entrepreneurial skills, ethical values, and a deep understanding of commerce, contributing to the socio-economic growth of society." We envision to equip our students with confidence to start their own ventures in urban and rural areas benefitting both classes and masses.

## **MISSION**

Our mission is to provide holistic and industry-relevant commerce education that fosters critical thinking, creativity, and problem-solving skills. Through innovative teaching methodologies, cutting-edge research, and industry partnerships, we aim to nurture a diverse community of learners who are well prepared for the dynamic challenges of the business world. We are committed to instilling ethical values, promoting lifelong learning, and making a positive impact on the business and academic communities.

# DEPARTMENT OF COMMERCE

## Faculty



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**Dr. Abdul Qayyum**

Assistant Professor  
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**Ms. Lubna Irrum**

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**Ms. Qurat Ul Ain Aslam**

Lecturer  
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# BS COMMERCE

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
PST-201	Ideology and Constitution of Pakistan	2(2+0)
ENG-201	Functional English	3(3+0)
MTH-201	Quantitative Reasoning-I	3(3+0)
COM-301	Principles of Accounting	3(3+0)
COM-302	Introduction to Business	3(3+0)
EDU-201	Civics and Community Engagement	2(2+0)
ARB-101	Translation of The Holy Quran-I	Non-Credit
		Total 16

<b>Semester 2</b>		
ENG-202	Expository Writing	3(2+1)
CIT-201	Application of Information and Communication Technology	3(3+0)
ECO-301	Principle of Microeconomic	3(3+0)
COM-303	Financial Accounting	3(3+0)
ISL-201	Islamic Studies/Ethics	3(3+0)
ISL-101	Seerat of the Holy Prophet(SAW)	1(1-0)
		Total 15

<b>Semester 3</b>		
CHM-202	The Science of Global Challenges	3(2+1)
MTH-202	Quantitative Reasoning-II	3(3+0)
COM-401	Fundamentals of Money and Banking	3(3+0)
PSY-201	Social and Behavioral Science	3(3+0)
ECO-302	Principle of Macroeconomics	3(3+0)
COM-402	Advance Accounting-I	3(3+0)
ARB-102	Translation of The Holy Quran-II	Non-Credit
		Total 18

<b>Semester 4</b>		
URD-203	Iqbaliat	2(2+0)
COM-403	Business Taxation	2(2+0)
COM-404	Business Law	3(3+0)

COM-405	Principle of Audition	3(3+0)
HRM-615	Management Information System	3(3+0)
MKT-617	E-Commerce	3(3+0)
COM-406	Entrepreneurship	2(2+0)
		Total 18

<b>Semester 5</b>		
COM-501	Principles of Management	3(3+0)
COM-502	Introduction to Business Finance	3(3+0)
COM-503	Research Methods in Business	3(3+0)
COM-504	Advance Accounting II	3(3+0)
COM-XXX	Elective I	3(3+0)
COM-XXX	Elective II	3(3+0)
ARB-103	Translation of Holy Quran-III	Non-Credit
		Total 18

<b>Semester 6</b>		
COM-505	Financial Management	3(3+0)
COM-506	Principles of Marketing	3(3+0)
COM-507	Cost Accounting	3(3+0)
COM-XXX	(Elective III)	3(3+0)
COM-XXX	(Elective IV)	3(3+0)
COM-508	Organization Behavior	3(3+0)
		Total 18

<b>Semester 7</b>		
COM-601	Managerial Accounting	3(3+0)
COM-602	Human Resource Management	3(3+0)
COM-603	Corporate Governance	3(3+0)
COM-XXX	Elective V	3(3+0)
COM-XXX	Elective VI	3(3+0)
ARB-104	Translation of The Holy Quran-IV	Non-Credit
COM-604	Intership	3(0+3)
		Total 18(18-0)

<b>Semester 8</b>		
COM-605	Issues in Financial Reporting	3(3+0)
COM-606	Capstone Project	3(0+3)
COM-XXX	Elective VII	3(3+0)
COM-XXX	Elective VIII	3(3+0)
BAM-681	Enterpreurial Skill Development	1(0+1)
		Total 13(13-0)

## ELIGIBILITY CRITERIA

At least 45% marks in Intermediate or equivalent-

Duration: 4 Years

Semesters: 8

Degree Requirements: Minimum 134 credit hours



# BS

## Banking & Finance

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
PST-201	Ideology and Constitution of Pakistan	2(2+0)
ENG-201	Functional English	3(3+0)
MTH-201	Quantitative Reasoning-I	3(3+0)
COM-301	Principles of Accounting	3(3+0)
COM-302	Introduction jto Business	3(3+0)
EDU-201	Civics and Community Engagement	2(2+0)
ARB-101	Translation of The Holy Quran-I	Non-Credit1(1+0)
		Total 16

<b>Semester 2</b>		
ENG-202	Expository Writing	3(2+1)
CIT-201	Application of Information and Communication Technology	3(3+0)
ECO-301	Principle of Microeconomic	3(3+0)
COM-303	Financial Accounting	3(3+0)
ISL-201	Islamic Studies/Ethics	2(2+0)
ISL-101	Seerat of the Holy Prophet(SAW)	1(1-0)
		Total 15

<b>Semester 3</b>		
CHM-202	The Science of Global Challenges	3(2+1)
MTH-202	Quantitative Reasoning-II	3(3+0)
COM-401	Fundamentals of Money and Banking	3(3+0)
PSY-201	Social and Behavioral Science	3(3+0)
ECO-302	Principle of Macroeconomics	3(3+0)
COM-402	Advance Accounting-I	3(3+0)
ARB-102	Translation of The Holy Quran-II	Non-Credit
		Total 18

<b>Semester 4</b>		
URD-203	Iqbaliat	2(2+0)
COM-403	Business Taxation	2(2+0)
COM-404	Business Law	3(3+0)

COM-405	Principle of Audition	3(3+0)
HRM-615	Management Information System	3(3+0)
MKT-617	E-Commerce	3(3+0)
COM-406	Entrepreneurship	2(2+0)
		Total 18

<b>Semester 5</b>		
COM-501	Principles of Management	3(3+0)
COM-502	Introduction to Business Finance	3(3+0)
COM-503	Research Methods in Business	3(3+0)
COM-504	Advance Accounting II	3(3+0)
COM-XXX	Elective I	3(3+0)
COM-XXX	Elective II	3(3+0)
ARB-103	Translation of Holy Quran-III	Non-Credit1(1+0)
		Total 18

<b>Semester 6</b>		
COM-505	Financial Management	3(3+0)
COM-506	Principles of Marketing	3(3+0)
COM-507	Cost Accounting	3(3+0)
COM-XXX	(Elective III)	3(3+0)
COM-XXX	(Elective IV)	3(3+0)
COM-508	Organization Behavior	3(3+0)
		Total 15

<b>Semester 7</b>		
COM-601	Managerial Accounting	3(0+3)
COM-602	Human Resource Management	3(3+0)
COM-603	Corporate Governance	3(3+0)
COM-XXX	Elective V	3(3+0)
COM-XXX	Elective VI	3(3+0)
ARB-104	Translation of The Holy Quran-IV	Non-Credit1(1+0)
COM-604	Intership	3(3+0)
		Total 18

<b>Semester 8</b>		
COM-605	Issues in Financial Reporting	3(3+0)
COM-606	Capstone Project	3(3+0)
COM-XXX	Elective VII	3(3+0)
COM-XXX	Elective VIII	3(0+3)
BAM-681	Enterpreurial Skill Development	1(0+1)
		Total 13

### ELIGIBILITY CRITERIA

At least 45% marks in Intermediate or equivalent

Duration: 4 Years

Semesters: 8

Degree Requirements: Minimum 134 credit hours



# DEPARTMENT OF ECONOMICS

## **INTRODUCTION**

Economics has vital role to play in contemporary society and at university of Mianwali the emphasis is on relevance to human activity, experience and endeavour. Today Economics is the need of time. Economics helps to know how societies, governments, businesses, households and individuals allocate their scarce resources for their betterment. Economics can also provide valuable knowledge of making decisions for everyday life. Economics is concerned with optimal distribution of resources in the society.

Economics department offers a variety of courses with a firm foundation in the principles of Economics. It is designed to stimulate your understanding regarding the nature of Economics, both as a field of scientific enquiry and as an academic discipline. Main emphasis is to provide you the practical knowledge of the " Economic World " in which we live.

Graduates of Economics have job opportunities in Banking sector, Insurance sector, Education sector, NGOs, planning and development departments, Risk management departments and various other public as well as private fields.

## **VISION**

To achieve broad and increasing recognition of excellence of its programs among those offered by public and private institutions in the region and at international level; and to equip students with skills to implement theoretical and applied research work that will contribute to knowledge and resolve problems confronting the economy.

## **MISSION**

To enable the students to exercise their intellectual capacity, to acquire disciplinary knowledge and analytical skills, to value diversity in people and ideas, and to develop ethical decision making abilities. To produce quality economists that will play their constructive role in different public, private sector organizations, policy and research. The learning environment is distinguished by admission on merit only, highly accessible faculty, teamwork, and information technology-supported education. The economics faculty places an emphasis on excellence in teaching through continuous professional development in instruction, as well as, in applied and theoretical economic research. Currently, the Department is planning to offer BS Economics and MPhil.



# DEPARTMENT OF ECONOMICS

## Faculty



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**Ms. Shiza Kafayat**  
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# BS ECONOMICS

Course Code	Course Title	C/HR.
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## Semester 1

XXX-XXX	Anyone from the pool 1 (Arts and Humanities)	2(2+0)
ENG-201	Functional English	3(3+0)
ISL-201/202	Islamic Studies / Ethics	2(2+0)
CIT-201	Applications of ICT	3(2+1)
MTH-201	Quantitative Reasoning-I	3(3+0)
ISL-101	Serat of the Holy Prophet Muhammad (SAW)	1(1+0)
ECO-301	Principles of Microeconomics	3(3+0)
ARB-101	Translation of The Holy Quran-I	Non-Credit(1+0)
		Total 17(16+1)

## Semester 2

ENG-202	Expository Writing	3(3+0)
PST-201	Ideology and Constitution of Pakistan	2(2+0)
EDU-201	Civics and Community Engagement	2(2+0)
MTH-202	Quantitative Reasoning-II	3(3+0)
BAM-305	Principal of Marketing	3(3+0)
ECO-302	Principles of Macroeconomics	3(3+0)
		Total 16(16+0)

## Semester 3

XXX-XXX	Anyone from the Pool3(Social Science)	2(2+0)
XXX-XXX	Anyone from the Pool2(Natural Science)	3(2+1)
MTH-405	Calculus	3(3+0)
COM-301	Principle of Accounting	3(3+0)
ECO-401	Agriculture Economics	3(3+0)
ECO-402	Intermediate Microeconomics	3(3+0)
ARB-102	Translation of The Holy Quran-II	Non-Credit(1+0)
		Total 17(16+1)

## Semester 4

BAM-201	Entrepreneurship	2(2+0)
STT-301	Introduction to Statistics	3(3+0)

ECO-403	Intermediate Macroeconomics	3(3+0)
ECO-404	Mathematical Economics I	3(3+0)
ECO-405	Political Economy	3(3+0)
ECO-406	Managerial Economics	3(3+0)
		Total 17(17+0)

## Semester 5

ECO-501	Microeconomics Analysis	3(3+0)
ECO-502	Econometrics I	3(3+0)
ECO-503	Mathematical Economics II	3(3+0)
ECO-504	Environmental economics	3(3+0)
ECO-505	Energy Economics	3(3+0)
ECO-506	Development Economics	3(3+0)
ARB-103	Translation of The Holy Quran-III	Non-Credit(1+0)
		Total 18(18+0)

## Semester 6

ECO-507	Macroeconomics Analysis	3(3+0)
ECO-508	Econometrics II	3(3+0)
ECO-509	Poverty and Income Distribution	3(3+0)
ECO-510	Labor Economics	3(3+0)
ECO-511	Monetary Economics	3(3+0)
ECO-512	Public Finance	3(3+0)
		Total 18(18+0)

## Semester 7

ECO-601	International Trade Theory	3(3+0)
ECO-602	Research Methodology	3(3+0)
ECO-603	General equilibrium and Welfare Economics	3(3+0)
ECO-604	History of Economics Thoughts	3(0+3)
ECO-500	Field Experience/Internship	3(0+3)
BAM-681	Entrepreneurial Skill Development	1(0+1)
ARB-104	Translation of The Quran-IV	Non-Credit(1+0)
		Total 16(12+4)

## Semester 8

ECO-605	Project Appraisal and Investment Analysis	3(3+0)
ECO-606	Islamic Economics	3(3+0)
ECO-607	Issues of Pakistan Economy	3(3+0)
ECO-608	Applied Economics	3(3+0)
ECO-600	Capstone Project	3(0+3)
		Total 15(12+3)

## ELIGIBILITY CRITERIA

: At least 2nd Div. (45% marks) in intermediate or equivalent (12 years of education)

Duration: 4 Years

Semesters: 8

Degree Requirements: Minimum 134 credit hours



# DEPARTMENT OF EDUCATION

## **INTRODUCTION**

Department of Education was established in 2012 in the response to the growing needs of teacher's student's education in district Mianwali. Teacher-Education plays a very vital role in shaping up the society and competence of prospective teachers. It is therefore essential for them to be adequately equipped with the required skills that would enable them to perform perfect and much required role in the environment of Mianwali. The Department of Education is one of the pioneering department of Sub-Campus Mianwali which has been offering M.Phil. Education, MA Education, B.Ed, and M.Ed Degree Programs in the light of HEC guide lines and also keeping in the view the new Education policy 2009. Another strong motivation for launching department of Education was to compete with those institutions which have turned the teacher Education into tool of making money. With this view University took upon itself as a national responsibility to serve the Education by producing the graduate who would be well-versed in their professional skills. The core mission of the Department of education is to explore the hidden potentials of the youth of this area and to instill a sprit in them to compete with advance world and to enable them to solve the national issues within the cultural and traditional values of the country. In its sincere endeavor the Department of Education will be striving hard to provide an opportunity to the people of Mianwali and the adjacent area to embark on the journey of knowledge, scientific learning and to provide competent professionals who can contribute to the socioeconomic uplift of country.

## **VISION**

Generate and impart knowledge through innovative learning, educational research and training in line with the national and international norms in order to support the knowledge-based economy.

## **MISSION**

Development of human beings and society as a whole through the cultivation and enrichment of the human mind and spirit through purposeful education and training, and excel in research relevant to the regional, national and global needs through innovation. To render services in the field of education by preparing well-educated, trained, competent and effective teachers and teacher educators; making them independent learners and contributing members of society, providing a dynamic, creative and efficient learning environment in order to improve the quality of education in particular and standard of living in general.

# DEPARTMENT OF EDUCATION

## Faculty



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# BS EDUCATION

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
ENG-201	Functional English	3(3+0)
EDU-301	Introduction to Education	3(3+0)
MTH-201	Quantitative Reasoning- I	3(3+0)
EDU-301	Communication skills	3(3+0)
ISL-301	Islamic Studies/Religious Education/Ethics	2(2+0)
EDU-201	General Methods of Teaching	3(3+0)
ARB-201	Translation of the Holy Quran-I	Non-Credit (1+0)
		Total 17

<b>Semester 2</b>		
ENG-202	Expository Writing	3(3+0)
MTH-202	Quantitative Reasoning -II	3(3+0)
EDU-304	Teaching of English Language	3(3+0)
EDU-305	Foundations of Education	3(3+0)
PST- 201	Ideology and Constitution of Pakistan	2(2+0)
EDU-306	Art, Craft and Calligraphy	3(3+0)
ISL-101	Seerat of The Holy Prophet Muhammad(SAW)I(1+0)	
		Total 18

<b>Semester 3</b>		
CIT-201	Application of ICT	3(2+1)
EDU-401	General Science	3(3+0)
EDU-402	Teaching of History and Geography	3(3+0)
BAM-201	Entrepreneurship	2(2+0)
EDU-403	Classroom Management	3(3+0)
XXX-XXX	Anyone from the pool2 (Natural Sciences)	3(2+1)
ARB-102	Translation of The Holy Quran-II	Non-Credit(1+0)
		Total 17

<b>Semester 4</b>		
EDU-404	Philosophy of Education	3(3+0)
EDU-405	Teaching of General Science	3(3+0)
XXX-XXX	Anyone from the pool1 (Arts and Humanities)	2(2+0)
XXX-XXX	Anyone from the pool3 (Social Sciences)	2(2+0)
EDU-406	General Mathematics	3(3+0)
EDU-201	Civics and Community Engagement	2(2+0)
		Total 15

<b>Semester 5</b>		
EDU-501	Teaching of Mathematics	3(3+0)
EDU-502	Educational Psychology	3(3+0)
EDU-503	Educational Management and Leadership	3(3+0)
EDU-504	Curriculum Development	3(3+0)
EDU-505	Teaching Literacy Skills	3(3+0)
EDU-506	Classroom Assessment	3(3+0)
ARB-103	Translation of The Holy Quran - III	Non-Credit (1+0)
		Total 18(18-0)

<b>Semester 6</b>		
EDU-507	School Management	3(3+0)
EDU-508	Critical Thinking & Reflective Practices	3(3+0)
EDU-509	Comparative Education	3(3+0)
EDU-510	Sociology of Education	3(3+0)
EDU-511	Research Methods in Education	3(3+0)
EDU-512	Instructional and Communication Technology (ICT) in Education	3(3+0)
		Total 18(18+0)

<b>Semester 7</b>		
EDU-601	Child Development	3(3+0)
EDU-602	Teaching Practice (Short-Term)	3(3+0)
EDU-603	Test Development and Evaluation	3(3+0)
EDU-604	Area I: Organizational Behavior	3(3+0)
EDU-604	Area I: Human Resource Management	3(3+0)
EDU-606	Area II Qualitative Research Methods in Education	3(3+0)
EDU-607	Area II: Analysis and Interpretation of Data	3(3+0)
ARB-104	Translation of The Holy Quran-IV	Non-Credit (1+0)
		Total 16(16-0)

<b>Semester 8</b>		
EDU-608	School Management and Educational Laws	3(3+0)
EDU-609	Capstone Project	3(0+3)
EDU-610	School Community and Teacher	3(3+0)
EDU-611	Guidance and Counseling	3(3+0)
EDU-612	Contemporary Issues and Trends in Education	3(3+0)
BAM-681	Entrepreneurial Skill Development	1(0+1)
		Total 16(12+4)

## ELIGIBILITY CRITERIA

At least 2nd Div. (45% marks) in intermediate or equivalent (12 years of education)

Duration: 4 Years

Semesters: 8

Degree Requirements: 133 credit hours

# DEPARTMENT OF ENGLISH

## INTRODUCTION

The Department of English Language and Literature is as old as the University of Mianwali is. Before the inception of the University it was present as English Department of University of Sargodha Sub-campus Mianwali. The medium of instruction in the department is English. The Department strives to be one of the leading institutes in academic and research in the discipline of English language and literature. It endeavors to develop a community of critical, creative, intellectual, empathetic and responsible individuals by nurturing them in academically challenging environment. Currently, the English Department is dedicated to provide excellence in literary and language studies at the graduate level. The aim of the Department is to prepare students with the knowledge of literature, language and culture through a variety of texts and to help them appreciate the power and impact of the study on the global community. The graduates of the English department can serve in embassies, public relation sectors, libraries, digital media, magazines, newspaper, colleges, universities and civil services. There is an extraordinarily wide range of career opportunities for the students in national and international arenas.

## VISION

The Department of English strives to be a leading center of academic excellence, fostering a vibrant community of learners dedicated to the exploration, understanding, and celebration of the English language, literature, and culture. Through innovative teaching, rigorous scholarship, and meaningful engagement, we aim to inspire a lifelong passion for literature and language, empower students to develop critical thinking and communication skills, and prepare them to thrive in a diverse and global society.

## MISSION

The mission of the Department of English is to provide an exceptional educational experience that equips students with a deep understanding of the English language, its literature, and its cultural impact. We are committed to delivering comprehensive and rigorous programs that cultivate critical reading, writing, and analytical skills. Our faculty, comprised of dedicated scholars and educators, engage students in a collaborative and inclusive learning environment, encouraging intellectual curiosity, creativity, and independent thinking. Through interdisciplinary approaches, community partnerships, and innovative research, we seek to advance knowledge, promote social and cultural understanding, and contribute to the broader academic and literary community.

# DEPARTMENT OF ENGLISH

## Faculty



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# DEPARTMENT OF ENGLISH

## Faculty Profiles



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# DEPARTMENT OF ENGLISH

## Faculty Profiles



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**Ms. Riffat Naz**  
Visiting Lecturer

# BS ENGLISH

Course Code	Course Title	C/HR.
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## Semester 1

ENG-301	Introduction to Literature	3(3+0)
ENG-302	Literary Forms and Movements	3(3+0)
ENG201	Functional English	3(3+0)
PSY-201	Social and Behavioral Science	2(2+0)
MTH-201	Quantitative Reasoning-I	3(3+0)
ISL-201	Islamic Studies (OR) Ethics	2(2+0)
ISL-101	Seerat of the Holy Prophet Muhammad(SAW)	1(1+0)
ARB-103	Translation of The Holy Quran-I	NC(1+0)
		Total 17

## Semester 2

ENG-303	General Linguistics	3(3+0)
ENG-304	Literary Criticism	3(3+0)
ENG-305	ELT Methodology and Skills	3(3+0)
ENG-202	Expository Writing	3(3+0)
MTH-202	Quantitative Reasoning-II	3(3+0)
PST-201	Ideology and Constitution of Pakistan	2(2+0)
		Total 17

## Semester 3

ENG-401	Phonetics and Phonology	3(3+0)
ENG-402	Prose	3(3+0)
ENG-403	History of English Literature	3(3+0)
ENG-404	Syllabus Design and Language Testing	3(3+0)
EDU-201	Civics and Community Engagement	2(2+0)
URD-203	Iqbaliyat	2(2+0)
BAM-201	Entrepreneurship	2(2+0)
ARB-102	Translation of The Holy Quran-II	NC(1+0)
		Total 15

## Semester 4

ENG-405	Morphology	3(3+0)
ENG-406	Classical and Renaissance Drama	3(3+0)
ENG-407	Teaching Practice /Micro Teaching	3(3+0)
ENG-408	Computer Assisted Language Learning	3(3+0)
CHM-202	The Science of Global Challenges	3(2+1)
CIT-201	Applications of ICT	3(2+1)
		Total 18

## Semester 5

ENG-501	Syntax	3(3+0)
ENG-502	Applied Linguistics	3(3+0)
ENG-503	Stylistics	3(3+0)
ENG-504	Research Methodology	3(3+0)
ENG-505	Classical Poetry	3(3+0)
ENG-506	Victorian Novel	3(3+0)
ARB-103	Translation of The Holy Quran-III	NC(1+0)

## Semester 6

ENG-508	Psycholinguistics	3(3+0)
ENG-509	Semantics	3(3+0)
ENG-510	Modern Drama	3(3+0)
ENG-511	Modern Critical Theories	3(3+0)
ENG-512	Romantic Poetry	3(3+0)
		Total 15

## Semester 7

ENG-601	Sociolinguistics	3(3+0)
ENG-602	Critical Discourse Analysis	3(3+0)
ENG-603	Modern Novel	3(3+0)
ENG-604	American Literature	3(3+0)
ENG-500	Internship	3(3+0)
BAM-681	Entrepreneurial Skills Development	1(0+1)
ARB-104	Translation of The Holy Quran-IV	NC(1+0)
		Total 16

## Semester 8

ENG-605	Language, Gender and Identity	3(3+0)
ENG-606	Modern Poetry	3(3+0)
ENG-607	World Literature in Translation	3(3+0)
ENG-608	Inter Cultural Pragmatics	3(3+0)
ENG-600	Capstone/Research Project	3(0+3)
		Total 15

## ELIGIBILITY CRITERIA

At least 45% marks in BA or Equivalent qualification with English Compulsory of 200 marks or equivalent

Duration: 4 Years

Semesters: 8

Degree Requirements: : Minimum 72 credit hours



# DEPARTMENT OF PSYCHOLOGY

## **INTRODUCTION**

The establishment of the department of Psychology in University of Mianwali is a huge milestone on its own. The continuous efforts of Vice Chancellor and faculty members paved way to the inception of the department of Psychology in 2021, with the purpose of educating young minds and to embark upon the journey of research, innovation and lifelong learning. Now this department has large number of students.

## **VISION**

The department aims at producing professionals who are trained in assessment, diagnosis and management of various psychological problems and who will prove to be a valuable asset to lessen the sufferings of people and to help them in living their lives to their full potential. The department further aims at motivating the students to come up various ideas and proposals for research projects. The department aims at training the students to carry out the research work efficiently and with ease.

## **MISSION**

The Psychology Department and Counseling cell at the University of Mianwali, where undergraduates, graduate students, and faculty establish close collaborations to research the clinical principles of behavior and mental techniques, to make large contributions to the science and exercise of psychology, and to provide experts who serve the nearby Department and worldwide groups.

# DEPARTMENT OF PSYCHOLOGY

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# BS PSYCHOLOGY

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
ENG-201	Functional English	3(3+0)
POL-406	Introduction to Human Rights	3(3+0)
ISL--201	Islamic Studies / Ethics	2(2+0)
ARB-101	Translation of The Holy Quran-I	Non-Credit
PSY-301	History and System of Psychology	3(3+0)
CIT-201	Applications of ICT	3(2+1)
MTH-201	Quantitative Reasoning-I	3(3+0)
		Total 17(17-0)

<b>Semester 2</b>		
ENG-202	Expository Writing	3(3-0)
PSY-201	Social and Behavioral Science	2(2-0)
PSY-302	Applied Areas of Psychology	3(3-0)
URD-203	Iqbaliyat	2(2-0)
ZOL-406	Biological Psychology	3(3-0)
MTH-202	Quantitative Reasoning-II	3(3-0)
PST-201	Ideology and Constitution of Pakistan	2(2-0)
		Total 18(18-0)

<b>Semester 3</b>		
CHM-202	Science of Global Challenges	3(2+1)
PSY-401	Sports Psychology	3(3-0)
PSY-402	Experimental Psychology	3(3-0)
PSY-403	Psychopathology	3(3-0)
PSY-404	Ethics for Psychology	3(3-0)
ARB-102	Translation of The Holy Quran-II	Non-Credit
EDU-201	Civics and Community Engagement	2(2+0)
ISL-101	Seerat of the Holy Prophet Muhammed(SAW)1(1+0)	
		Total 18(18-0)

<b>Semester 4</b>		
PSY-405	Social Psychology	3(3-0)
PSY-406	Educational Psychology	3(3-0)
ZOL-407	Biological Psychology-II	3(3-0)
PSY-407	Research Methodology	3(3-0)
STT-407	Fundamental statistics in Psychology	3(3-0)
BAM-201	Entrepreneurship	2(2+0)
		Total 17(17-0)

<b>Semester 5</b>		
PSY-501	Cross Cultural Psychology	3(3-0)
PSY-502	Computer Application in Psychology	3(3-0)
PSY-503	Principles of Psychological Assessment	3(3-0)
PSY-504	Gender Psychology	3(3-0)
PSY-505/506	Industrial Psychology/Environmental Psychology	3(3-0)
PSY-507	Positive Psychology	3(3-0)
ARB-103	Translation of The Holy Quran - III	(Non-Credit)
		Total 18(18-0)

<b>Semester 6</b>		
PSY-508	Military Psychology	3(3+0)
PSY-509	Neurological Basis of Behavior	3(3+0)
PSY-510	Applications of Statistics in Psychology	3(3+0)
PSY-511	Applications of Psychological Assessment	3(3+0)
PSY-512	Personality Psychology	3(3+0)
PSY-513	Developmental Psychology	3(3+0)
		Total 18(18-0)

<b>Semester 7</b>		
PSY-601	Clinical Psychology	3(3+0)
PSY-602	Neurological Dysfunctions	3(3+0)
PSY-603	Health Psychology	3(3+0)
ARB-104	Translation of The Holy Quran-IV	Non Cr
BAM-681	Entrepreneurial Skill Development	1(1+0)
PSY-604	Cognitive Psychology	3(3+0)
PSY-500	Field Experience / Intership	3(3+0)
		Total 16(16-0)

<b>Semester 8</b>		
PSY-605	Counseling Psychology	3(3-0)
PSY-606	Psychology of Advertising and Marketing	3(3-0)
PSY-607	Geriatric Psychology	3(3-0)
PSY-600	Capstone Project	3(3-0)
PSY-XXX	One Elective Course	3(3-0)
		Total 15(15-0)

<b>Optional Courses</b>		
PSY-608	Consumer Psychology	3(3-0)
PSY-609	Organizational Behavior	3(3-0)
PSY-610	Psychology of Motivation	3(3-0)
PSY-611	Forensic Psychology	3(3-0)
PSY-612	Para Psychology	3(3-0)
PSY-613	Positive Psychology	3(3-0)
PSY-614	Human Resource Management	3(3-0)
PSY-615	Military Psychology	3(3-0)
PSY-616	Community Psychology	3(3-0)

## ELIGIBILITY CRITERIA

At least 45% marks in Intermediate or equivalent (equivalence certificate is must) with Psychology as an elective subject or F.Sc (Pre- medical / Pre-Engineering / ICS)

Duration: 4 Years

Semesters: 8

Degree Requirements: Minimum 137 credit hours



# DEPARTMENT OF URDU

## INTRODUCTION

The sub-campus Mianwali of the University of Sargodha was established in 2012. The next year in 2013, the department of Urdu was established with the vision to achieve National goals keeping in view human development through teaching and research in the National Language. The MA Urdu program was started the same year and continued till 2019. The MPhil degree program at the department of Urdu commenced in 2015, but only one batch of students passed out. Currently, BS Urdu (4-years) program is in progress at the department since 2017. Though the history of the department is not so long, our aims and ambitions are too high

## MISSION

Urdu Majlis society stands firm on the foundation to promote and restore the lost remnants of literary essence in their purest form, and to convey them to the interested masses. With the vision to revive the art of reading with passion, the society aims.

- To encourage creativity through imagination.
- To augment the students writing and linguistic skills.
- To scrutinize the delicate things of various facts of literature.

Urdu Majlis society intends to sports an appreciation of reading, involvement in engaging discussions, thoughtful considerations of literature and creative writing, as activities which have valuable effects on the society, Urdu Majlis is devoted to promoting effective communication skills among the students, the society is poised to enable abilities with cutting edges to develop and polish their literary skills. The society is ambitious to inspire the students to develop a taste for literature and add the same time realize the direction of expanding their horizon of spoken and written language. Includes a variety of activities aimed at fostering up the confidence and

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# BS URDU

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
ENG-201	Functional English	3(3+0)
PST-201	Ideology and Constitution of Pakistan	2(2+0)
MTH-201	Quantitative Reasoning-I	3(3+0)
PSY-201	Social and Behavioral Science	2(2+0)
HIS-301	History of Subcontinent(General)	3(3+0)
URD-301	Poetic Genres(Foundation)	3(3+0)
ARB-101	Translation of Quran-I	Non (Cr)(1+0)
		Total (16)

<b>Semester 2</b>		
ENG-202	Expository English	3(3+0)
ISL-201	Islamic Studies	2(2+0)
MTH-202	Quantitative Reasoning-II	3(3+0)
EDU-201	Civics and Community engagement	2(2+0)
URD-302	Prose Genres	3(3+0)
URD-303	Translation, Art and Tradition	3(3+0)
ISL-101	Seerat of Holy Prophet Muhammad	1(1+0)
		Total (17)

<b>Semester 3</b>		
ENG-409	Communication & Presentation Skill	3(3+0)
CIT-201	Introduction to ICT	3(2+1)
POL-301	Political History of Pakistan	3(3+0)
URD-203	Iqbalayat	2(2+0)
URD-401	Literary and Linguistics Terms	3(3+0)
URD-402	Literature of Pakistani languages	3(3+0)
ARB-102	Translation of the Holy Quran	Non-Credit
		Total (17)

<b>Semester 4</b>		
ENG-507	Technical and Business Writing	3(3+0)
BAM-201	Entrepreneurship	2(2+0)
CHM-202	Science of Global Challenges	3(2+1)

URD-403	Muslim Culture and Civilization	3(3+0)
URD-404	Urdu Journalism:Magazines and Journals	3(3+0)
URD-405	World Literature	3(3+0)
		Total (17)

<b>Semester 5</b>		
URD-501	Urdu Daṣtan and Drama	3(3+0)
URD502	Classical Urdu Ghazal	3(3+0)
URD-503	History Of Urdu Literature-I	3(3+0)
URD-504	Literature Criticism-I	3(3+0)
URD-505	The Styles of Urdu Prose	3(3+0)
URD-506	Urdu Grammer	3(3+0)
ARB-103	Translation of The Holy Quran	Non-Credit(1+0)
		Total (18)

<b>Semester 6</b>		
URD-507	Urdu Novel	3(3+0)
URD-508	Classical Urdu Poem	3(3+0)
URD-509	History of Urdu Literature-II	3(3+0)
URD-510	Literary Criticism-II	3(3+0)
URD-511	Urdu Linguistics	3(3+0)
URD-512	Post-Colonial Study of Urdu Literature	3(3+0)
URD-513	Twentieth Century Scholary	3(3+0)
		Total (18)

<b>Semester 7</b>		
URD-601	Urdu Short Stories	3(3+0)
URD-602	Modern Urdu Ghazal	3(3+0)
URD-603	History of Urdu Literature-III	3(3+0)
URD-604	Principle Of Research and Editing	3(3+0)
URD-500	Field Experience/intership	3(3+0)
BAM-681	Entrepreneurial Skill Development	1(0+1)
ARB-104	Translation of the Holy Quran-IV	Non-Credit
		Total (16)

<b>Semester 8</b>		
URD-605	Non-Fiction Prose	3(3+0)
URD-606	Modern Urdu	3(3+0)
URD-607	Applied Criticism-III	3(3+0)
URD-608	Creative Skills	3(3+0)
URD-600	Capstone Project	3(0+3)
		Total (15)

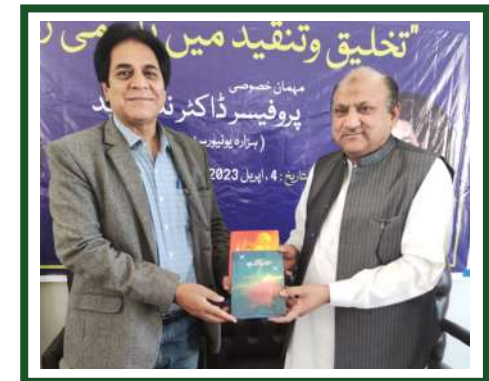
## ELIGIBILITY CRITERIA

At least 45% marks in Intermediate or equivalent

Duration: 4 Years

Semesters: 8

Degree Requirements: Minimum 134 credit hours

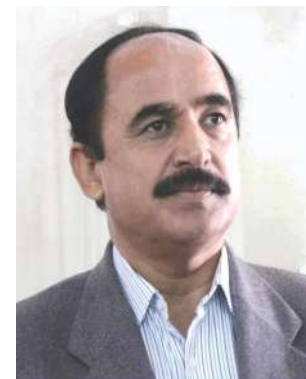


# FACULTY OF SCIENCES

## Departments

- DEPARTMENT OF BIOTECHNOLOGY
- DEPARTMENT OF BOTANY
- DEPARTMENT OF CHEMISTRY
- DEPARTMENT OF CS & IT
- DEPARTMENT OF MATHEMATICS
- DEPARTMENT OF MICROBIOLOGY
- DEPARTMENT OF PHYSICS
- DEPARTMENT OF STATISTICS & DATA SCIENCE
- DEPARTMENT OF ZOOLOGY
- DEPARTMENT OF MICROBIOLOGY

## FOCAL PERSON OF DEAN OFFICE



Dr. Zafar Iqbal

# DEPARTMENT OF BIOTECHNOLOGY

## **INTRODUCTION**

Department of Biotechnology was initially established 2001 having an undergraduate program in Biothecnology only, later an MS/Mpil program in Biotechnology will be started. Biotechnology have become frontline applied science disciplines of the twenty-first century. Biotechnology is the technological application of biological systems to make or modify products or processes intended for Human interests.

## **VISION**

Provide a comprehensive and dynamic education that equips students with the knowledge, skills, and ethical framework necessary to excel in biotechnology and related fields. We aim to Promote cutting-edge research and technological advancements that address local and global challenges in health, agriculture, environment, and industry

## **MISSION**

The vision of the Department of Biotechnology is to develop sustainable biotechnological solutions that contribute to environmental preservation, food security, and public health. Our goal is to empower students to become visionary leaders, skilled scientists, and ethical professionals who will shape the future of biotechnology. In addition, we believe in building strong international collaborations and partnerships to exchange knowledge, enhance research capabilities, and contribute to the global scientific community

# DEPARTMENT OF BIOTECHNOLOGY

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**Dr. Filza Mustafa**  
Visiting Lecturer

# BS BIOTECHNOLOGY

Course Code	Course Title	C/HR.
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Semester 1		
BIT-301	Cell Biology	3(2+1)
CHM-404	General Chemistry	4(3+1)
CNG-201	Functional English	3(3+0)
CIT-201	Application of ICT	3(2+1)
ISL-201/202	Islamic Studies/ Ethics	2(2+0)
ISL-101	Seerat of the Holy Prohet Muhammed(SAW)	1(1+0) Total 16

Semester 2		
BIT-302	Biochemistry - I	3(2+1)
BIT-303	Introduction to Biotechnology	3(2+1)
BOT-404	General Botany	4(3+1)
ENG -202	Expository Writing	3(3+0)
PSY-201	Social & Behavioral Science or anyone form pool3	2(2+0)
MTH-201	Quantitative Reasoning - I	3(3+0)
ARB-101	Translation of the Holy Quran	Non-Credit(1+0) Total 18

Semester 3		
BIT-401	Biochemistry - II	3(2+1)
ZOL-405	General Zoology	4(3+1)
BAM-201	Entrepreneurship	2(2+0)
PST-201	Ideology and Constitution of Pakistan	2(2+0)
CHM-202	The Science of Global Challenges or anyone form the pool2	3(2+1)
MTH-202	Quantitative Reasoning - II	3(3+0) Total 17

Semester 4		
BIT-402	Molecular Biology	3(3+0)
BIT-403	Microbiology	3(2+1)
BIT-404	Classical Genetics	3(2+1)
BIT-405	Bio-economy and Resources Marketing	3(3+0)
URD-203	Iqbalyat or any one from the pool1	2(2+0)

EDU-201	Civics and Community Engagement	2(2+0)
BAF-201	Islamic Banking and Finance for non- Business Students	1(1+0)
ARB-102	Quran Translation-IV	Non-Credit(1+0) Total 17

Semester 5		
BIT-501	Biosafety and Bioethics	2(2+0)
BIT-502	Bioinformatics	3(1+2)
BIT-503	Techniques in Molecular Biology	3(2+1)
BIT-504	Agriculture Biotechnology	3(2+1)
BIT-505	Imunology	3(3+0)
BIT-506	Genetic Resources and Conservation	3(3+0) Total 17

Semester 6		
BIT-507	Principles of Biochemical Engineering	3(2+1)
BIT-508	Microbial Biotechnology	3(2+1)
BIT-509	Food Biotechnology	3(3+0)
BIT-510	Genomics and Proteomics	3(3+0)
BIT-511	Nanobiotechnology	3(3+0)
BIT-500	Field Experience / Internship	3(0+3)
ARB-103	Translation of the Holy Quran III	Non-Credit(1+0) Total 18

Semester 7		
BIT-601	Research Methodology	1(1+0)
BIT-602	Health Biotechnology	3(3+0)
BIT-603	Enzymology	3(3+0)
BIT-604	Virology and Vaccinology	3(3+0)
BIT-6XX	Elective-I	3(3+0)
BIT-6XX	Elective-II	3(3+0)
BAM-681	Entrepreneurial Skills Development	1(0+1) Total 16(15-1)

Semester 8		
BIT-605	Environmental Biotechnology	3(2+1)
BIT-606	Pharmaceutical Biotechnology	3(3+0)
BIT-6XX	Elective - III	3(3+0)
BIT-6XX	Elective - IV	3(3+0)
BIT -600	Capstone Project	3(0+3)
ARB-104	Translation of the Holy Quran-IV	Non-Credit(1+0) Total 15

## Elective Courses

BIT-607	Introduction to Cell and Tissue Culture	(3+0)
BIT-608	Fungal Biotechnology	(3+0)
BIT-609	Biofuels and Biorefineries	(3+0)
BIT-610	Hospital Waste Management	(3+0)
BIT-611	Animal Biotechnology	(3+0)
BIT-612	Water and Wastewater Treatment	(3+0)
BIT-613	Artificial Intelligence in Biotechnology	(3+0)
BIT-614	Molecular Diagnostics	(3+0)
BIT-615	Marine Biotechnology	(3+0)
BIT-616	Radiobiology	(3+0)
BIT-617	Biosensor	(3+0)
BIT-618	Fermentation Biotechnology	(3+0)
BIT-619	Metabolomics	(3+0)
BIT-620	Toxicology	(3+0)
BIT-621	Forensic Science	(3+0)
BIT-622	Medical Science	(3+0)
BIT-623	Food Nutrition and Pubic Health	(3+0)
BIT-624	Cell Signaling and Cancer Biology	(3+0)

## ELIGIBILITY CRITERIA

At least 45% marks in intermediate with Biology as an elective subject or equivalent  
Duration: 4 Years  
Semesters: 8  
Degree Requirements: Minimum 135 credit hours



# DEPARTMENT OF BOTANY

## INTRODUCTION

Botany is a subject of prime importance since the evolution of land and atmosphere. Plants are of immense importance for the continuity of life. They are the source of food, shelter, clothing etc. In the changing global environmental prospectus and climate change the importance of vegetation has enhanced many folds to overcome the natural disasters and natural and anthropogenic issues facing the humanity like pollution, water shed management, soil erosion, food security, clean water etc. and global ecological issues. The Prime Minister of Pakistan vision is also the “clean and green” Pakistan which cannot be achieved without the plantation of vegetation and forests and the development of this sector.

The establishment of Department of Botany at Mianwali was the need of the hour as Mianwali is a district with diversified landscaping like the presence of mountains, deserts, plains, forests, meadows, and the Great Indus River and its encashment areas. These landscapes are occupied with different habitats having unique terrestrial and aquatic flora including phytoplankton which is still unexplored completely. This uniqueness of the area arises a need to further strengthen this Department and to start research in different areas of Botany. Since the area is rich in diversified flora so the research will help in the conservation of biodiversity of the area.

## VISION

Exploration of the natural world of plants and allied creatures for unraveling vast untapped resources of nature for the benefit of the human race as well as the glorification of knowledge.

## MISSION

We are committed to ordaining human capital with excellence in the changing scientific scenario through innovative and interactive learning and research.

# DEPARTMENT OF BOTANY

## Faculty



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**Hafiza Simab Asghar**  
Visiting Lecturer

# BS BOTANY

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
BOT-301	Diversity of Plants	4(3+1)
CHM-404	General Chemistry	4(3+1)
ENG-201	Functional English	3(3+1)
CIT-201	Applications of ICT	3(2+1)
PST-201	Ideology and Constitution of Pakistan	2(2+0)
		Total 16

<b>Semester 2</b>		
BOT-302	Plant systematic, Anatomy and Development Embryology	4(3+1)
ZOL-405	General Zoology	4(3+)
ENG-202	Expository writing	3(3+0)
URD-203	Iqbaliyat or any one from the pool 1	2(2+0)
ISL-201/202	Islamic Studies / Ethics	2(2+0)
ISL-101	Seerat of the Holy Prophet Muhammad (SAW)	1(1+0)
ARB-101	Quran Studies-I	Non-Credit(1+0)
		Total 16

<b>Semester 3</b>		
BOT-401	Cell Biology, Genetics & Evolution	4(3+1)
PHY-408	General Physics	4(3+1)
MTH-201	Quantitative Reasoning-I	3(3+0)
BAM-201	Entrepreneurship	2(2+0)
CHM-202	Science of Global Challenges	3(2+1)
Anyone from the pool2 (Natural Sciences)		Total 16

<b>Semester 4</b>		
BOT-402	Botany-IV: Plant Physiology & Ecology	4(3+1)
BOT-403	Biodiversity & Conservation	4(3+1)
MTH-202	Quantitative Reasoning-II	3(2+1)
PSY-202	Introduction to Psychology	2(2+0)
Anyone from the pool3 (Social Sciences)		
EDU-201	Civics and Community Engagement	2(2+0)
ARB-102	Translation of Holy Quran-II	Non Credit (1+0)
		Total 15

<b>Semester 5</b>		
BOT-501	Bacteriology & Virology	3(2+1)
BOT-502	Phycology & Bryology	3(2+1)
BOT-503	Diversity of Vascular Plant	3(2+1)
BOT-504	Mycology & Plant Pathology	3(2+1)
BOT-505	Plant Biochemistry-I	3(2+1)
BOT-506	Biostatistics	3(2+1)
		Total 18

<b>Semester 6</b>		
BOT-507	Plant Systematics	3(2+1)
BOT-508	Plant Biochemistry-II	3(2+1)
BOT-509	Plant Physiology-I	3(2+1)
BOT-510	Plant Ecology-I	3(2+1)
BOT-511	Genetics-I	3(2+1)
BOT-512	Molecular Biology	3(2+1)
ARB-103	Quran Studies-III	Non-Credit(1+0)
		Total 18

<b>Semester 7</b>		
BOT-601	Plant Physiology-II	3(2+1)
BOT-602	Plant Ecology-II	3(2+1)
BOT-603	Genetics-II	3(2+1)
BOT-6XX	Elective-I	3(2+1)
BOT-500	Field Experience / Internship	3(0+3)
		Total 15

<b>Semester 8</b>		
BOT-604	Plant Anatomy	3(2+1)
BOT-605	Environmental Biology	3(2+1)
BOT-6XX	Elective-II	3(2+1)
BOT-6XX	Elective-III	3(3+0)
BAM-681	Entrepreneurial Skill Development (University Elective)	1(0+1)
BOT-600	Capstone Project	3(0+3)
ARB104	Quran Studies-IV	Non-Credit(1+0)
		Total 16

## ELIGIBILITY CRITERIA

At least 2nd Div. (45% marks) in intermediate or equivalent (12 years of education) with Biology  
 Duration: 4 Years  
 Semesters: 8  
 Degree Requirements: Minimum 130 credit hours





# DEPARTMENT OF CHEMISTRY

## INTRODUCTION

Chemistry is a fundamental and applied science, which is overlapping biology, physics, pharmacy and material sciences and provides the foundation on which the understanding of the natural and material world depends. The department has an exceptionally interactive and collegial community of scientists with strong student-faculty interactions offering the facilities of training and education to the next generation of students in all aspects of career development to make them able to give services to the community at the highest level of excellence. This department is considered one of the most productive departments of the university in terms of innovative research and international publications. The research laboratory at the Department of Chemistry is one of the most sophisticated labs of the campus providing the basic necessary facilities of the academic and applied research in the department.

The achievements of the department are reflected by a huge number of alumni working in various educational and professional institutions and many others pursuing their higher studies in various reputed universities of the country. The research work carried out by various faculty members of the department resulted in approximately more than research papers published in internationally reputed journals during the last few years.

The Department of Chemistry was established at the sub-campus Mianwali, University of Sargodha in 2013, and currently offering BS Chemistry (4-year) programs with Inorganic, Organic, and Physical specializations which are designed to meet the ever-growing needs in the field of chemical sciences.

## VISION

The Department of Chemistry at UMW aspires to advance the intellectual, technological, cultural, and economic condition of the state, region, and nation through the training the students by pilot project in the field of chemistry.

## MISSION

The chemistry department is committed to assist the students to achieve the academic and project based potential and enhance the business at public and industrial level.

# DEPARTMENT OF CHEMISTRY

## Faculty



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# DEPARTMENT OF CHEMISTRY

## Faculty Profiles



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**Mr. Umair ur Rehman**  
Visiting Lecturer



**Ms. Fouzia Noreen**  
Visiting Lecturer



**Ms. Marryam Basharat**  
Visiting Lecturer

# BS CHEMISTRY

Course Code Course Title C/HR.

## Semester 1

CHM-301*	Fundamental Inorganic Chemistry	4(3+1)
MTH-307	Mathematics for Chemists	3(3+0)
BOT-301	Diversity of Plants	4(3+1)
ENG-201	Functional English	3(3+0)
ISL-201/ ISL-202	Islamic Studies/Ethics (non-Muslim students)	2(2+0)
URD-203	Iqbalayat or anyone from the pool1	2(2+0)
		Total 18(18+0)

## Semester 2

CHM-302*	Fundamental Organic Chemistry	4(3+1)
PHY-303	Physics-I (Mechanics)	4(3+1)
PST-201	Ideology and Constitution of Pakistan	2(2+0)
MTH-201	Quantitative Reasoning-I	3(3+0)
CIT-201	Applications of ICT	3(2+1)
ISL-101	Seerat of the Holy Prophet Muhammad (SAW)	1(1+0)
ARB-101	Translation of the Holy Quran-I	NC1(1+0)
		Total 17(17+0)

## Semester 3

CHM-403*	Fundamental Physical Chemistry	4(3+1)
CHM-404	Fundamental Biochemistry	4(3+1)
MTH-202	Quantitative Reasoning-II	3(3+0)
BAM-201	Entrepreneurship	2(2+0)
EDU-201	Civics and Community Engagement	2(2+0)
CHM-202	Science of Global Challenges OR anyone from the pool2	3(2+1)
		Total 18(18+0)

## Semester 4

CHM-405*	Fundamental Analytical Chemistry	4(3+1)
CHM-421	Industrial Chemistry	3(3+0)
CHM-441	Environmental Chemistry	3(3+0)
ENG-202	Expository Writing	3(3+0)
PSY-201	Social & Behavioral Sciences	2(2+0)
ARB-102	Translation of the Holy Quran-II	NC1(1+0)
		Total 15(15+0)

CHM-303 General Chemistry (For other Departments) 4(3 + 1)

\*Disciplinary Major (chemistry) courses can be rotated subject to the availability of sufficient teachers in the specialized field

## Semester 5

CHM-511	Analytical Chemistry-I	4(3+1)
CHM-551	Inorganic Chemistry-I	4(3+1)
CHM-561	Organic Chemistry-I	4(3+1)
CHM-571	Physical Chemistry-I	4(3+1)
		Total 16(16+0)

## Semester 6

CHM-512	Analytical Chemistry-II	4(3+1)
CHM-552	Inorganic Chemistry-II	4(3+1)
CHM-562	Organic Chemistry-II	4(3+1)
CHM-572	Physical Chemistry-II	4(3+1)
ARB-103	Translation of the Holy Quran-III	NC1(1+0)
		Total 16(16+0)

## Semester 7

CHM-6x3	Major (Specialization)	4(3+1)
CHM-6x4	Minor-1 (Specialization)	3(3+0)
CHM-6x5	Minor-2 (Specialization)	3(3+0)
CHM-601	Theoretical Approaches in Chemistry	3(2+1)
CHM-500	Field Experience / Internship	3(0+3)
		Total 16(16+0)

## Semester 8

CHM-6x6	Major (Specialization)	4(3+1)
CHM-6x7	Minor-1 (Specialization)	3(3+0)
CHM-6x8	Minor-2 (Specialization)	3(3+0)
BAM-681	Entrepreneurial Skill Development	1(0+1)
CHM-600	Capstone Project	3(0+3)
ARB-104	Translation of the Holy Quran-IV	NC1(1+0)
		Total 14(14+0)

## ELIGIBILITY CRITERIA

At least 2nd Div. (45% marks) in intermediate or equivalent (12 years of education) with Chemistry

Duration: 4 Years

Semesters: 8

Degree Requirements: 130 credit hours



# BS CHEMISTRY

Course Code	Course Title	C/HR.
<b>Semester 7 Specialized Courses</b>		
Analytical Chemistry		
CHM-613	Spectroscopic Techniques-I (Major)	4(3+1)
CHM-614	Chromatographic Techniques (Minor-I)	3(3+0)
CHM-615	Instrumental Methods of Analysis-I (Minor-2)	3(3+0)

Inorganic Chemistry		
CHM-653	Advanced Inorganic Chemistry (Major)	4(3+1)
CHM-654	Organometallic & Bio-inorganic Chemistry (Minor-I)	3(3+0)
CHM-655	Inorganic Polymers & Chemical Foreces (Minor-2)	3(3+0)

Organic Chemistry		
CHM-663	Spectroscopic Methods in Organic Chemistry (Major)	4(3+1)
CHM-664	Reaction Mechanism (Minor-I)	3(3+0)
CHM-665	Chemistry of Reactive Intermediates and Protecting Group (Minor-2)	3(3+0)

Physical Chemistry		
CHM-673	Surface Phenomena (Major)	4(3+1)
CHM-674	Molecular Spectroscopy (Minor-I)	3(3+0)
CHM-675	Quantum Chemistry and Statistical Thermodynamics (Minor-2)	3(30)

<b>Semester 8 Specialized Courses</b>		
Analytical Chemistry		
CHM-616	Spectroscopic Techniques-II (Major)	4(3+1)
CHM-617	FTIR, Raman Spectroscopy, ESR and Surface Analysis (Minor-I)	3(3+0)
CHM-618	Instrumental Methods of Analysis-II (Minor-2)	3(3+0)

Inorganic Chemistry		
CHM-616	Homogeneous Cataysis by Transition Metal Complexes (Major)	4(3+1)
CHM-657	Inorganic Reaction Mechanism (Minor-I)	3(3+0)
CHM-658	Physical Methods in Inorganic Chemistry (Minor-2)	3(3+0)

Organic Chemistry		
CHM-666	Chemistry of Natural Products (Major)	4(3+1)
CHM-667	Organic Synthesis (Minor-I)	3(3+0)
CHM-668	Chemistry of Heterocyclic Compounds (Minor-2)	3(3+0)

Physical Chemistry		
CHM-676	Kinetics of Heterogeneous Reactions (Major)	4(3+1)
CHM-677	Polymers and Photochemistry (Minor-I)	3(3+0)
CHM-678	Elementary Group Theory (Minor-2)	3(3+0)



# DEPARTMENT OF CS & IT

## **INTRODUCTION**

Computer Science is the systematic study of the feasibility, structure, expression, and mechanization of the methodical processes (or algorithms) that underlie the acquisition, representation, processing, storage, communication of, and access to information, whether such information is encoded in bits and bytes in a computer memory or transcribed in genes and protein structures in a human cell.

Computer Science spans a wide range, from its theoretical and algorithmic foundations to cutting-edge developments in robotics, computer vision, intelligent systems, bioinformatics, image processing, computational biology, computational lenses, and other exciting areas. Computer scientists develop new programming approaches for software development, devise new ways to use computers and develop effective ways to solve computing problems. While other disciplines produce graduates with more immediately relevant job-related skills, computer science offers a comprehensive foundation for research and innovation.

Recent developments in computer hardware, software, and communication technologies have offered new exciting opportunities and challenges for the creation of innovative learning environments for Computer Science and its curricula design. The challenge of getting all newly emerging technologies incorporated into the curriculum is becoming pivotal for the effectiveness of curricula. There is a need for curricula structures that are really able to meet the challenges of 21st-century knowledge-driven complex workplaces. The key rationale behind the BS Computer Science program is to prepare a curriculum that provides integration of all components and the foundations that allow accessing all of the new knowledge and technology to fulfill the vision of the future.

## **VISION**

Provide high-quality knowledge to the students and keep them up-to-date with the state-of-the-art research & skills of information technology to address complex computing issues at national and international levels

## **MISSION**

To produce quality graduates in Computer Science & IT with enhanced skills and develop quality software solutions, to be able to work successfully within challenging environments

# DEPARTMENT OF CS & IT

## Faculty



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# DEPARTMENT OF CS&IT

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# BS COMPUTER SCIENCE

Course Code	Course Title	C/HR.
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## Semester 1

CSC-301	Programming Fundamentals	4(3+1)
CIT-201	Introduction to ICT	3(2+1)
PHY-201	Applied Physics Natural Science	3(2+1)
MTH-201	Quantitative Reasoning - I	3(3+0)
ENG-201	Functional English	3(3+0)
ISL-201	Islamic Studies	2(2+0)
MTH-210	Rre-Calculus I (For Pre-Medical Student) Non-Credit	
		Total 18(15+3)

## Semester 2

CSC-302	Object Oriented Programming	4(3+1)
MTH-202	Quantitative Reasoning - II	3(3+0)
CSC-311	Digital Logic Design	3(2+1)
MTH-306	Multivariable Calculus	3(3+0)
ENG-202	Expository Writing	3(3+0)
PST -201	Ideology and Consitution of Pakistan	2(2+0)
MTH-211	Pre-Calculus II (Medical student)	NC
ARB-103	Translation of The Holy Quran-I	Non-Credit

## Semester 3

CSC-401	Data Structures	4(3+1)
-----	Social Science 2	2(2+0)
CSC-XXX	Domain Core 1	3(3+0)
ENG-401	Technical & Business Writing	3(3+0)
STT-401	Probability & Statistics	3(3+0)
		Total 15(14+1)

## Semester 4

CSC-402	Computer Organization & Assembly Language	3(2+1)
MTH-404	Linear Algebra	3(3+0)
CSC-201	Arts & Humanities(Professional Practices)	2(2+0)
CSC-410	Database System	4(3+1)
EDU-201	Civics and Community Engagement	2(2+0)
BAM-201	Entrepreneurship	2(2-0)
ARB-102	Translation of The Holy Quran	Non-credit(1+0)
ISL-101	Seerat of the Holy Prophet Muhammad(SAW)	1(1+0)
		Total 17(15+2)

## Semester 5

CSC-501	Operating System	3(2+1)
CSC-502	Computer Networks	3(2+1)
CSC-xxx	Domain Core 2	3(2+1)
CSC-xxx	Domain Elective I	3(3+0)
XXXX	Supporting Course Elective	3(3+0)
CSC-503	Analysis of Algorithms	3(3+0)
		Total 18(15+3)

## Semester 6

CSC-XXX	Domain Core 3	3(2+1)
CSC-XXX	Domain Elective 2	3(2+1)
CSC-501	Software Engineering	3(3+0)
CSC-XXX	Domain Elective 3	3(2+1)
CSC-505	Artificial Intelligence	3(2+1)
ARB-103	Translation of The Holy Quran	NC(1-0)
		Total 15(11+4)

## Semester 7

CSC-600	Final Year Project-I	2(0+2)
CSC-XXX	Domain Core 4	3(2+1)
CSS-XXX	Domain Elective 4	3(3+0)
CSC-601	Infromation Security	3(2+1)
CSC-500	Intership/Field Experince	3(0+3)
CSC-XXX	Domain Elective 5	3(3+0)
		Total 17(10+7)

## Semester 8

CSC-610	Final Year Project-II	4(0+4)
CSC-XXX	Domain Core 5	3(2+1)
CSC-XXX	Domain Elective 6	3(3+0)
CSC-XXX	Domain Elective 7	3(3+0)
CSC-XXX	Domain Core 6	3(2+1)
ARB-104	Translation of the Holy Quran-IV	NC(1-0)
		Total 16(10+6)

## ELIGIBILITY CRITERIA

Minimum 50% marks in Intermediate/12 years schooling/A- Level (HSSC) or Equivalent with Mathematics or ICS or Pre-medical

Duration: 4 Years

Semesters: 8

Degree Requirements: Minimum 134 credit hours



# BS

## INFORMATION TECHNOLOGY

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
CSC-301	Programming Fundamentals	4(3+1)
CIT-201	Introduction to ICT	3(2+1)
PHY-201	Applied Physics (Natural Science)	3(2+1)
MTH-201	Quantitative Reasoning - I	3(3+0)
ENG-201	Functional English	3(3+0)
ISL201-	Islamic Studies	2(2+0)
MTH-210	Pre-Calculus I (Medical Student)	Non-Credit
		Total 18(15+3)

<b>Semester 2</b>		
CSC-302	Object Oriented Programming	4(3+1)
MTH-202	Quantitative Reasoning - II	3(3+0)
CSC-311	Digital Logic and Design	3(2+1)
MTH-306	Multivariable Calculus	3(3+0)
ENG-202	Expository Writing	3(3+0)
PST-201	Ideology and Constitution of Pakistan	2(2-0)
MTH-211	Pre-Calculus II (Medical Student)	NC
ARB-101	Translation of The Holy Quran	NC(1-0)
		Total 18(16-2)

<b>Semester 3</b>		
CSC-401	Data Structures	4(3+1)
	Social Science	2(2+0)
CSC-402	Computer Organization & Assembly Language	3(2-1)
XXXX	Support Elective	3(3+0)
EDU-201	Civics and Community Engagement	2(2+0)
ISL-101	Seerat of the Holy Prophet Muhammad (SAW)	1(1+0)
		Total 15(13+2)

<b>Semester 4</b>		
STT-403	Probability & Statistics	3(3+0)
CSC-502	Computer Networks	3(2+1)
CSC-410	Database Systems	4(3+1)
BAM-201	Entrepreneurship	2(2-0)
MTH-404	Linear Algebra	3(3-0)
CSC-201	Arts & Humanities (Professional Practices)	2(2-0)
ARB-102	Translation of the Holy Quran	Non-Credit (1-0)
		Total 17(15-2)

<b>Semester 5</b>		
CSC-501	Operating System	3(2+1)
SEN-501	Software Engineering	3(3-0)
CIT-611	DB Administration & Management	3(2+1)
CSC-503	Analysis of Algorithms	3(3+0)
CSC-601	Artificial Intelligence	3(2+1)
CIT-613	System & Network Administration	3(2+1)
		Total 18(14+4)

<b>Semester 6</b>		
CSC-XXX	Domain Elective 1	3(2+1)
CIT-XXX	Domain Elective 2	3(3+0)
CSC-601	Information Security	3(2+1)
ENG-507	Technical & Business Writing	3(3+0)
CSC-631	Web Technology	3(2-1)
ARB-103	Translation of The Holy Quran	NC(1+0)
		Total 15(12+3)

<b>Semester 7</b>		
CSC-600	Final Year Project-I	2(0+2)
CIT-XXX	Domain Elective 3	3(3+0)
CIT-XXX	Domain Elective 4	3(3+0)
CIT-500	Internship/Field Experience	3(0+3)
CIT-614	Information Technology Infrastructure	3(2+1)
CIT-XXX	Domain Elective 5	3(3+0)
		Total 17(11+6)

<b>Semester 8</b>		
CSC-601	Final Year Project-II	4(0+4)
CSC-622	Cyber Security	3(2+1)
CIT-XXX	Domain Elective 6	3(3+0)
CSC-615	Parallel & Distributed Computing	3(2+1)
CIT-XXX	Domain Elective 7	3(3+0)
ARB-104	Translation of The Holy Quran	NC(1+0)
		Total 16(10+6)

### ELIGIBILITY CRITERIA

Minimum 50% marks in Intermediate/12 years schooling/A- Level (HSSC) or Equivalent with Mathematics

Duration: 4 Years

Semesters: 8

Degree Requirements: Minimum 130 credit hours



# DEPARTMENT OF SOFTWARE ENGINEERING

## **INTRODUCTION**

Software Engineering is a relatively new program established in September 2021 at University of Mianwali to meet the increasing demand for qualified software engineers. Software engineering consists of design, production and operation of software systems based on the engineering principles. Mainly software engineering covers software development life-cycles and models, system specification, project management and control, software analysis and design, structure analysis, functional and object oriented design, programming, debugging, testing, security requirements, validation, maintenance and modifications, software development tools, software quality, report writing, and introduction to case tools.

## **VISION**

The vision of Software Engineering is to be a quality-conscious program of international prestige, imparting knowledge in the field of software engineering and advanced technologies in an environment that pays attention to the socio-economic development of software industries.

## **MISSION**

The Software Engineering program's mission is to deliver state-of-the-art knowledge and skills of Software Engineering to students who would contribute effectively towards the nation, applying emerging technologies to solve structure-based software problems, entrepreneurship, and learning attitude to improve the quality of software developments in software industries.

# DEPARTMENT OF SOFTWARE ENGINEERING

## Faculty



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**Mr. Asif Raza**  
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**Dr. Ali Raza**  
Lecturer  
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# BS

## SOFTWARE ENGINEERING

Course Code	Course Title	C/HR.
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Semester 1		
CSC-301	Programming Fundamentals	4(3+1)
CIT-201	Application of ICT	3(2+1)
PHY-201	Applied Physics (Natural Science)	3(2+1)
MTH-201	Quantitative Reasoning -I	3(3+0)
ENG-201	Functional English	3(3+0)
ISL-201/202	Islamic Studies / Ethics	2(2+0)
MTH-210	Pre-Calculus-(for Medical Students Only)	NC3(3-0)
		Total 18(15+3)

Semester 2		
CSC-302	Object Oriented Programming	4(3+1)
MTH-202	Quantitative Reasoning - II	3(3+0)
CSC-311	Digital Logic Design	3(2+1)
MTH-306	Multivariable Calculus	3(3+0)
ENG-202	Expository Writing	3(3+0)
PST-201	Ideology and Constitution of Pakistan	2(2+0)
MTH-211	Pre-Calculus-II (for Medical Students Only)	NC3(3-0)
ARB-101	Translation of The Holy Quran-I	Non-Credit
		Total 18(16+2)

Semester 3		
CSC-401	Data Structures	4(3+1)
XXXX	Social Science 2	2(2+0)
SEN-501	Software Engineering	3(3+0)
STT-201	Probability & Statistics	3(3+0)
CSC-501	Operating System	3(2+1)
		Total 15(13+2)

Semester 4		
CSC-402	Computer Organization & Assembly Language	3(2+1)
SEN-402	Software Requirement Engineering	3(2+1)
CSC-201	Art's & Humanities (Professional Practices)	2(2+0)
MTH-404	Linear Algebra	3(3+0)
EDU-201	Civics and Community Engagement	2(2+0)
ISL-101	Seerat of The Holy Prophet(PBUM)	1(1+0)
BAM-201	Entrepreneurship	2(2+0)
ARB-102	Translation of The Holy Quran-II	NC(1-0)
		Total 16(14-2)

Semester 5		
SEN-501	Software Construction & Development	3(3+0)
CSC-502	Computer Networks	3(2+1)
XXXX	Support Elective	3(3+0)
ENG-	Technical & Business Writing	3(3+0)
CSC-410	Data System	4(3+1)
		Total 16(14+2)

Semester 6		
SEN-502	Software Construction & Development	3(2+1)
CSC-503	Analysis of Algorithms	3(3+0)
SEN-503	Software Project Management	3(2+1)
SEN-XXX	Domain Elective I	3(3+0)
CSC-505	Artificial Interlligence	3(2+1)
SEN-500	Intership/Field Experience	3(0+3)
ARB-103	Traslation of the Holy Quran-III	NC(1+0)
		Total 18(12+6)

Semester 7		
SEN-600	Final year Project-I	2(0+2)
SEN-601	Software Quality Engineering	3(2+1)
SEN-xxx	Domain Elective 2	3(3+0)
SEN-xxx	Domain Elective 3	3(2+1)
SEN-xxx	Domain Elevtive4	3(3+0)
CSC-601	Information Security	3(2+1)
		Total 17(12+5)

Semester 8		
SOFT-6312	Final Year Project - II	4(0+4)
SEN-xxx	Domain Elective - 5	3(3+0)
SEN-xxx	Domain Elective -6	3(3+0)
CSC-615	Parallel & Distributed Computing	3(2+1)
SEN-xxx	Domain Elective 7	3(3+0)
ARB-104	Translation of The Holy Quran -IV	NC(1+0)
		Total 16(11+5)

### ELIGIBILITY CRITERIA

At least 50% marks in Intermediate (HSSC) examination with Mathematics or equivalent qualification with Mathematics certified by IBCC

Duration: 4 Years

Semesters: 8

Degree Requirements: Minimum 130 credit hours



# DEPARTMENT OF MATHEMATICS

## **INTRODUCTION**

The Department of Mathematics was established in 2013. The BS program was launch 2013 and MSc Programs was started in 2015. Currently around 250 students are enrolled in Mathematics Department.

## **VISION**

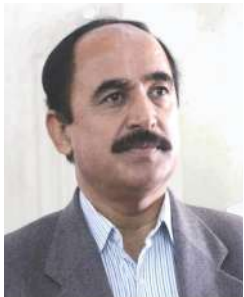
We aim to provide the quality education in mathematics so as to bring the department at the international map of mathematics. Though we have been successful to some extent in achieving the excellence both in curricular and co-curricular activities but still we need to cover a long distance as there is no end to excellence. For mathematics majors and graduate students, we aim to provide stimulating mathematical experiences that will bolster their future careers, whether that be the application of mathematics in practical contexts or contributions to the mathematical profession through teaching, productive scholarship and active participation in professional organizations.

## **MISSION**

Our mission is to create a supportive, equitable environment for learning that fosters appreciation of mathematics and prepares students to contribute to the quality of life locally, nationally, and globally.

# DEPARTMENT OF MATHEMATICS

## Faculty



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**Dr. Samia BiBi**  
Visiting Lecturer



**Ms. Syeda Alishba  
Batool**  
Visiting Lecturer



**Ms. Shumaila Nazir**  
Visiting Lecturer



**Mr. Zeeshan**  
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# DEPARTMENT OF MATHEMATICS

## Faculty Profiles



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**Ms. Maria Malik**

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**Ms. Shazma Arooj**

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**Mr. Rafi Ullah**

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**Mr. Sana Noreen**

Visiting Lecturer



# BS MATHEMATICS

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
MTH-301	Calculus-I	3(3+0)
MTH-311	Linear Algebra	3(3+0)
ENG-201	Functional English	3(3+0)
MTH-201	Quantitative Reasoning-I	3(3+0)
CIT-201	Applications of ICT	3(2+1)
ISL-201	Islamic studies	2(2+0)
ISL-101	Seerat of the Holy Prophet Muhammad (SAW) 1(1+0)	
		Total 18(17+1)

<b>Semester 2</b>		
MTH-302	Calculus-II	3(3+0)
MTH-312	Discrete Mathematics	3(3+0)
PHY-406	Physics-I	4(3+1)
CSC-301	Programming Fundamentals	3(2+1)
ENG-202	Expository Writings	3(3+0)
URD-203	Iqbaliyat	2(2+0)
ARB-101	Quran Studies-I	Non-Credit(1+0)
		Total 18(17+1)

<b>Semester 3</b>		
MTH-403	Calculus-III	3(3+0)
MTH-413	Group Theory	3(3+0)
PHY-407	Physics-II	4(3+1)
PSY-201	Social and Behavioral Science	2(2+0)
CHM-202	The Science of Global Challenge	3(3+0)
MTH-202	Quantitative Reasoning-II	3(3+0)
		Total 18(18+0)

<b>Semester 4</b>		
MTH-421	Introduction to Vectors and Tensors analysis	3(3+0)
MTH-441	Programming Language MATLAB	3(3+0)
MTH-422	Mechanics	3(3+0)

STT-301	Introduction to Statistics	3(3+0)
PST-201	Ideology and Constitution of Pakistan	2(2+0)
BAM-201	Entrepreneurship	2(2+0)
EDU-201	Civics and Community engagement	2(2+0)
ARB-102	Quran Studies-II	Non-Credit(1+0)
		Total 18(18+0)

<b>Semester 5</b>		
MTH-514	Topology	3(3+0)
MTH-523	Differential Geometry	3(3+0)
MTH-524	Ordinary Differential Equations	3(3+0)
MTH-531	Real Analysis-I	3(3+0)
MTH-525	Operations Research	3(3+0)
		Total 15(15+0)

<b>Semester 6</b>		
MTH-532	Functional Analysis	3(3+0)
MTH-533	Complex Analysis	3(3+0)
MTH-526	Partial Differential Equations	3(3+0)
MTH-534	Real Analysis-II	3(3+0)
MTH-500	Internship/Field Experience	3(0+3)
ARB-103	Quran Studies-III	Non-Credit(1+0)
		Total 15(15+0)

<b>Semester 7</b>		
MTH-635	Numerical Analysis	3(3+0)
MTH-627	Mathematical Method	3(3+0)
MTH-6XX	Elective-I	3(3+0)
MTH-636	Advanced Functional Analysis	3(3+0)
MTH-600	Capstone Project	3(0+3)
BAM-201	Entrepreneurial Skill Development	1(0+1)
		Total 16(16+0)

<b>Semester 8</b>		
MTH-642	Computing Techniques	4(3+1)
MTH-628	Numerical Solutions of PDEs	3(3+0)
MTH-615	Measure Theory	3(3+0)
MTH-6XX	Elective-II	3(3+0)
ARB-104	Quran Studies-IV	Non-Credit(1+0)
		Total 13(13+0)

## ELIGIBILITY CRITERIA

At least 2nd Div. (50% marks) in intermediate and 50% marks in Mathematics  
Duration: 4 Years  
Semesters: 8  
Degree Requirements: Minimum 131 credit hours



# DEPARTMENT OF MICROBIOLOGY

## **INTRODUCTION**

Department of Biotechnology was initially established 2001 having an undergraduate program in Biothechnology only, later an MS/Mpil program in Biotechnology will be started. Biotechnology have become frontline applied science disciplines of the twenty-first century. Biotechnology is the technological application of biological systems to make or modify products or processes intended for Human interests.

## **VISION**

The primary purpose of biotechnology department is to produce skilled biotechnologist with abilities to innovate, invent and to foster regional requirements.

## **MISSION**

The mission is to foster an environment where teachers and students can grow personally and professionally while maintaining strong moral standards.

# BS MICROBIOLOGY

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
ENG-201	Functional English	3(3+0)
CIT-201	Application of ICT	3(2+1)
CHM-406	General Chemistry	4(3+1)
MIC-301	Biochemistry-I	3(2+1)
MIC-302	Fundamental of Microbiology-I	4(3+1)
		Total 17

<b>Semester 2</b>		
ENG-202	Expository Writing	3(3+0)
ISL-201/102	Islamic Studies (Basic) / Ethics	2(2+0)
ISL-101	Seerat Un Nabi	1(1+0)
PSY-201	Social and Behavioral Sciences	2(2+0)
BOT-404	General Botany	4(3+1)
MTH-201	Quantitative Reasoning, I	3(3+0)
MIC-303	Genetics	3(2+1)
ARB-101	Translation of the Holy Quran-I	NC(1+0)
		Total 18

<b>Semester 3</b>		
ZOL-408	General Zoology	4(3+1)
MIC-401	Biochemistry-II	3(2+1)
MIC-402	Human Physiology-I	3(2+1)
MIC-403	Fundamentals of Microbiology-II	4(3+1)
CHM-202	Science of Global Challenges	3(2+1)
		Total 17

<b>Semester 4</b>		
URD-203	Iqbaliyat	2(2-0)
BAM-201	Entrepreneurship	2(2+0)
EDU-201	Civics and Community Engagement	2(2-0)
MTH-202	Quantitative Reasoning II	3(3+0)
PHY-408	General Physics	4(3+1)
MIC-404	Human Physiology-II	3(2+1)
PST-201	Ideology and Constitution of Pakistan	2(2+0)
ARB-102	Translation of the Holy Quran-II	NC(1-0)
		Total 18

<b>Semester 5</b>		
MIC-501	Introduction to medical Microbiology	4(3+1)
MIC-502	General Virology	3(2+1)
MIC-503	General Ecology	3(3+0)
MIC-504	Soil Microbiology	3(3+0)
MIC-505	Mycology	3(2+1)
		Total 16

<b>Semester 6</b>		
MIC-506	Epidemiology and public health	3(3+0)
MIC-507	Industrial Microbiology	3(3+0)
MIC-508	Molecular Mechanism of Antimicrobial Agent	3(2+1)
MIC-509	Pharmaceutical Microbiology	3(3+0)
MIC-510	Clinical Bacteriology	3(2+1)
MIC-511	Freshwater Microbiology	3(2+1)
ARB-102	Translation of the Holy Quran-III	NC(1-0)
		Total 18

<b>Semester 7</b>		
MIC-601	Veterinary Microbiology	3(3+0)
MIC-602	Food and Dairy Microbiology	3(2+1)
MIC-603	Clinical Parasitology	3(2+1)
MIC-604	Elective – I	3(2+1)
MIC-500	Field Internship	3(3+0)
		Total 15

<b>Semester 8</b>		
MIC-605	Biosafety and Risk Management	3(3+0)
MIC-606	Research Methodology	2(2+0)
MIC-607	Elective II	3(2+1)
MIC-608	Elective – III	3(2+1)
BAM-681	Entrepreneurship Skills	1(1+0)
MIC-600	Capstone Project/Research (CP/R)	3(3+0)
ARB-102	Translation of the Holy Quran-IV	NC(1-0)
		Total 15

## ELIGIBILITY CRITERIA

At least 2nd Div. (45% marks) in intermediate (12 years of education) with Biology or equivalent with Biology as an elective subject  
Duration: 4 Years  
Semesters: 8  
Degree Requirements: 134 credit



# DEPARTMENT OF PHYSICS

## **INTRODUCTION**

The Physics Department of the esteemed University of Mianwali was established with a vision to provide outstanding teaching, well-equipped laboratories, and strong research facilities. Physics is the core of all scientific and technical disciplines. The department fosters a healthy educational environment that promotes the academic and professional development of its students.

The undergraduate and graduate program curricula adhere to the Higher Education Commission (HEC) guidelines, ensuring they are current and relevant to the needs of the modern era. In its short history, the department has seen many students graduate with high marks in BS Physics and M.Sc. Physics. These graduates are now making valuable contributions in various fields across the country.

All faculty members hold Ph.D. or M.Phil. Degrees and possess expertise in diverse physics disciplines and research areas. They are dedicated to raising the academic standards of the University. The department boasts well-equipped laboratories and research facilities that are constantly being improved. Additionally, the department collaborates with R&D organizations to provide further research opportunities. This collaboration will help students develop a strong research interest, particularly in various areas of physics.

The department currently offers a 4-year BS Physics program and will introduce new academic programs in the future

## **VISION**

To produce skilled, innovated and research oriented physicists by providing the remarkable facilities and best academic environment.

## **MISSION**

To develop analytical, critical as well as the scientific thinking skills in our students by providing the knowledge of core and applied courses of physics along with the interdisciplinary courses. Also provides the best labs and research facilities to our students, which will enable to contribute at national and international level as a physicist.

# DEPARTMENT OF PHYSICS

## Faculty



**Mr. Adeel Rasheed**  
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**Dr. Zameela Yousaf**  
Visiting Assistant Professor



**Mr. Muhammad  
Ramzan**  
Visiting Lecturer



**Dr. Mudssir Shehzad**  
Visiting Lecturer  
IPFP Fellow



**Ms. Rehana Kalsoom**  
Visiting Lecturer



**Mr. Muhammad  
Awais Altaf**  
Visiting Lecturer



**Ms. Syeda Shehar  
Bano Kazmi**  
Visiting Lecturer



**Mr. Muhammad  
Mazhar Ali**  
Visiting Lecturer

# BS PHYSICS

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
PHY-301	Mechanics	3(3+0)
PHY-302	Waves and Oscillations	3(3+0)
MTH-304	Calculus and Analytical Geometry-I	3(3+0)
ENG-201	Functional English	3(3+0)
ISL-201/ SL-202	Islamic Studies / Ethics	2(2+0)
ISL-101	Seerat of the Holy Prophet Muhammad( SAW)	1(1+0)
<b>Semester 2</b>		
PHY-303	Electricity and Magnetism-I	3(3+0)
PHY-304	Heat and Thermodynamics	3(3+0)
MTH-305	Calculus and Analytical Geometry-II	3(3+0)
ENG-202	Expository English	3(3+0)
CIT-201	Applications of ICT	3(2+1)
MTH-201	Quantitative Reasoning-I	3(3+0)
ARB-101	Translation of The Holy Quran-I	NC(1+0)
<b>Semester 3</b>		
PHY-401	Electricity and Magnetism-II	3(3+0)
PHY-402	Physics Lab-I	3(0+3)
MTH-401	Linear Algebra	3(3+0)
EDU-201	Civics and Community Engagement	2(2+0)
PST-201	Ideology and Constitution of Pakistan	2(2+0)
BAM-201	Entrepreneurship	2(2+0)
	Anyone from the pool2 (Natural Sciences)	3(2+1)
		Total 18(18+0)
<b>Semester 4</b>		
PHY-403	Basics of Electronics & Nuclear Physics	3(3+0)
PHY-402	Modern Physics	3(3+0)
PHY-405	Physics Lab-II	3(0+3)
MTH-401	Differential Equations	3(3+0)
MTH-202	Quantitative Reasoning-II	2(2+0)
ARB-102	Translation of The Holy Quran-II	NC(1+0)
	Anyone from the pool3 (Social Sciences)	2(2+0)
		Total 17(17+0)

<b>Semester 5</b>		
PHY-501	Methods of Mathematical Physics-I	3(3+0)
PHY-502	Classical Mechanics	3(3+0)
PHY-503	Electrodynamics-I	3(3+0)
PHY504	Electronics	3(3+0)
PHY-505	Electronics Lab	3(0+3)
PHY-506	Statistical Physics	3(3+0)
		Total 18(18+0)

<b>Semester 6</b>		
PHY-507	Methods of Mathematical Physics-II	3(3+0)
PHY-508	Atomic and Molecular Physics	3(3+0)
PHY-509	Electrodynamics-II	3(3+0)
PHY-510	Quantum Mechanics-I	3(3+0)
PHY-511	Solid State Physics-I	3(3+0)
PHY-512	Modern Physics Lab	3(0+3)
ARB-103	Translation of The Holy Quran-III	NC1(1+0)
		Total 18(18+0)

<b>Semester 7</b>		
PHY-601	Plasma Physics	3(3+0)
PHY-602	Quantum Mechanics-II	3(3+0)
PHY-603	Solid State Physics-II	3(3+0)
PHY-500	Field Experience/ Internship	3(3+0)
PHY-60x	Elective Course-I	3(3+0)
BAM-681	Entrepreneurial Skill Development	1(0+1)
		Total 16(16+0)

<b>Semester 8</b>		
PHY-604	Computational Physics	3(3+0)
PHY-605	Relativity and Cosmology	3(3+0)
PHY-606	Nuclear & Elementary Particle Physics	3(3+0)
PHY-600	Capstone Project	3(3+0)
PHY-60x	Elective Course-II	3(3+0)
ARB-104	Translation of The Holy Quran-IV	NC
		Total 15(15+0)

<b>Elective Courses</b>		
PHY-607	Laser Physics	3(3+0)
PHY-608	Particle Physics	3(3+0)
PHY-609	Introduction of Quantum Computing	3(3+0)
PHY-610	Optoelectronics	3(3+0)
PHY-611	Introduction to Material Science	3(3+0)
PHY-612	Advanced Electronics	3(3+0)
PHY-613	Physical and Geometrical Optics	3(3+0)
PHY-614	Physics of Nanotechnologies	3(3+0)
PHY-615	Methods of Experimental Physics	3(3+0)
PHY-616	Advanced Electronics Lab	3(0+3)

## ELIGIBILITY CRITERIA

At least 2nd Division (45% marks) in intermediate with Physics and Mathematics

Duration: 4 Years

Semesters: 8

Degree Requirements: Minimum 130 credit hours



# DEPARTMENT OF ZOOLOGY

## **Introduction**

The scope of Zoology has been expanded dramatically during recent years and there is no survival in this current age if we ignore the life research across a range of disciplines. Aim of the department is to achieve excellence in teaching as well as in various areas of research to impart knowledge and skills in students required to contribute to society as educators and researchers. Realizing this vision will result in a broad national reputation for excellence.

The Department of Zoology meets the need of training persons in vast basic as well as interdisciplinary framework concerning Animal Sciences. The program provides students with the opportunity to study academically challenging and vocationally relevant subjects gaining exposure to the demands of scientific investigation. It emphasizes lab-based practical classes. As a result, students can experience many disciplines in which new technologies are making important contributions

## **VISION**

To achieve national and international excellence in academics and research with in the, contributing to the broader goals of intellectual growth and innovation. The department aspire to nurture critical thinking and inspire lifelong learning, promoting a culture of inquiry and discovery.

## **MISSION**

To produce skilled graduates and Post graduates in animal sciences through modern scientific techniques, addressing global challenges and making a profound societal impact. We are dedicated to fostering critical thinking and collaboration, and upholds values of ethics, integrity, and social responsibility. our goal is to prepare students to be leaders in their fields, equipped with knowledge and skills to contribute meaningfully to society

# DEPARTMENT OF ZOOLOGY

## Faculty



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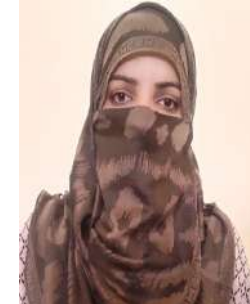
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# DEPARTMENT OF ZOOLOGY

## Faculty Profiles



**Mr. Muhammad Irfan**  
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**Ms. Shawana Ambreen**  
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**Ms. Hira Fatima**  
Visiting Lecturer  
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# BS ZOOLOGY

Course Code	Course Title	C/HR.
<b>Semester 1</b>		
ENG-201	Functional English	3(3+0)
BOT-303	General Botany	4(3+1)
PST-201	Ideology and constitution of Pakistan	2(2+0)
ZOL-301	Animal Diversity-I (Invertebrates)	4(3+1)
ISL 201/ ISL202	Islamic Studies / Ethics	2(2+0)
ISL-101	Seerat of the Holy Prophet Muhammad (SAW)	1(1+0)
		Total 16(14+2)

<b>Semester 2</b>		
ENG-202	Expository Writing	3(3+0)
ZOL-303	Cell Biology	3(2+1)
ZOL-302	Animal Diversity-II (Chordates)	4(3+1)
MTH-201	Quantitative reasoning I	3(3+0)
CHM-303	General Chemistry	4(3+1)
ARB-101	Translation of the Holy Quran-I	NC(1+0)
		Total 17(14-3)

<b>Semester 3</b>		
ZOL-401	Animal Form & Function-I	4(3+1)
CHM-202	The Science of global challenges or anyone from the pool2	3(2+1)
MTH-202	Quantitative Reasoning II	3(3+0)
CIT-201	Application of ICT	3(2+1)
PHY-408	General Physics	4(3+1)
		Total 17(13+4)

<b>Semester 4</b>		
BAM-201	Entrepreneurship	2(2+0)
ZOL-404	Biochemistry-I	3(2+1)
ZOL-403	Principles of Systematics	2(2+0)

PSY-201	Social and Behavioral Sciences or anyone from the pool3	2(2+0)
ZOL-402	Animal Form & Function-II	4(3+1)
EDU-201	Civics and Community Engagement	2(2+0)
URD-203	Iqbalayat or anyone from the pool1	2(2+0)
ARB-102	Translation of the Holy Quran -II	NC(1+0)
		Total 17(15+2)

<b>Semester 5</b>		
ZOL-501	Biochemistry-II	3(2+1)
ZOL-502	Molecular Biology	3(2+1)
ZOL-503	Animal Behaviour	3(3+0)
ZOL-504	Biological Techniques	2(1+1)
ZOL-505	Physiology	4(3+1)
ZOL-506	Evolution	2(2+0)
		Total 17(13+4)

<b>Semester 6</b>		
ZOL-507	Research Methodology	1(1+0)
ZOL-508	Ecology	3(2+1)
ZOL-509	Developmental Biology	4(3+1)
ZOL-510	Genetics	4(3+1)
ZOL-511	Biostatistics	3(3+0)
ZOL-512	Wildlife	3(2+1)
ARB-103	Translation of the Holy Quran -III	NC(1+0)
		Total 18(14+4)

<b>Semester 7</b>		
ZOL-6XX	Elective I (Univ. Option)	3(2+1)
ZOL-6XX	Elective II (Univ. opt)	3(2+1)
ZOL-6XX	Elective III (Univ. opt)	3(2+1)
ZOL-500	Field Experience/Internship	3(0+3)
ZOL-601	Zoogeography & Paleontology	3(2+1)
BAM-681	Entrepreneurial Skill Development	1(0+1)
		Total 16(8+8)

<b>Semester 8</b>		
ZOL-602	Bioinformatics	3(1+2)
ZOL-6XX	Elective IV (Univ. Option)	3(2+1)
ZOL-6XX	Elective V (Univ. opt)	3(2+1)
ZOL-6XX	Elective VI (Univ. opt)	3(2+1)
ZOL-600	Capstone Research Project	3(0+3)
ARB-104	Translation of the Holy Quran -IV	Non-Credit
		Total 15(7+8)

## ELIGIBILITY CRITERIA

At least 2nd Div. (45% marks) in intermediate (12 Years of Education) with biology or equivalent  
Duration: 4 Years  
Semesters: 8  
Degree Requirements: Minimum 133 credit hours



# Pool Courses in the Genral Education Cluster

## Pool 1 of Arts & Humanties

URCU-5110	Fables, Wisdom Literature, and Epic
URCU-5111	Space, Place, and Experiences
URCU-5112	Iqbaliyat
URCU-5113	Gulsitan e Sadi
URCU-5114	Cultural Studies
URCU-5115	Modern History of South Asia
URCU-5116	Arabic as an International Language
URCU-5117	Professional Practices

## Pool 2 of Natural Sciences

URCC-5118	What is Science
CHEM-5119	The Science of Global Challenges
URCC-5120	Everyday Science
URCC-5121	Enironmental Science
URCC-5122	Applied Chemistry
URCP-5123	Applied Physics
URCP-5124	Medical Physics
URCG-5125	Introduction to Geography
URCC-5126	Fundamentals of Natural Science

## Pool 3 of Social Science

URCS-5127	A Science of Society - I
URCS-5128	A Science of Society - II
URCP-5129	Social and Emotional Learning
URCP-5130	Introduction to Psychology
URCE-5131	Introduction to Economics
URCB-5132	Intoduction to Accounting and Finance
URCB-5133	Introduction to Management
URCB-5134	Introduction to Marketing



# E-ROZGAAR

## **Introduction**

Welcome to the E-Rozgaar Center at UMW Mianwali! Since its inception in January 2018, our center has been dedicated to empowering university students by providing them with digital skills that are in high demand in today's rapidly evolving job market. Through a comprehensive range of courses, we aim to equip our students with the tools they need to become economically and financially strong individuals.

In an era dominated by digital transformation, having a strong grasp of online skills is paramount. The UMW E-Rozgaar Center recognizes this need and offers a diverse array of courses designed to cater to various interests and career aspirations. From freelancing and digital marketing to blogging, SEO, content writing, graphic design, e-commerce, and online business management on platforms like Shopify, Etsy, EBay and Amazon our curriculum covers a wide spectrum of digital disciplines. Our primary goal is to bridge the gap between traditional education and the demands of the modern workforce. By arming our students with practical skills that are highly sought after by employers and clients alike, we enable them to explore new avenues of income generation and professional growth. The Erozgaar Center takes pride in its role as a catalyst for economic empowerment, ensuring that our students are well-prepared to excel in the digital landscape. Our experienced Trainers,

## **MISSION**

To provide high-quality digital courses that equip students with practical abilities, fostering economic empowerment and professional growth.

# E-ROZGAAR

## Faculty



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Raza Khan Niazi**  
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**Asad Qureshi**  
Lab Manager  
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**Muqaddas Amir**  
Trainer



**Ikram Niazi**  
Trainer

# E-ROZGAAR

## Short Courses

### Freelancing & Content Writing

Introduction of freelancing

Types of freelancing

Freelancing platform

Direct and indirect freelancing

Fiverr

Keyword research

How to rank gigs on Fiverr

Upwork

How to optimize Upwork account

Proposal writing & Content writing

How to Use Ai tools for content creation?

Canva Skills

### Blogging and SEO

Blogging and type of blogging

Affiliate blogging (Amazon Affiliate)

AdSense Blogging

Event Blogging

Plugging and themes installation or Customization

Niche research (Tools and useful formula)

Keyword research

Content writing

SEO

ON-PAGE & OFF-PAGE

Local and Technical SEO

Guest posting

Building assets and flipping them (Selling your website)

### Freelancing & Content Writing

Adobe Photoshop

Adobe Illustrator

Canva Pro

Introduction of graphic designing

Color theory and design element

Raster vs vector

Flyer, broacher, letterhead, business card, standees and panaflex

Labor design t-shirt design

Web graphic: Logo Design

Banner design

Marketing material

Mockup

Print of demand (Etsy)

How to get print of demand client

### E-Commerce (Online business)

Complete e-commerce store setup

Introduction of Shopify

Niche / Product research

Product analysis

Competitor analysis

Theme installation

Shopify Partnership program

Domain and Hosting Setup

Drop shipping vendor research

Social Media marketing

Facebook and Instagram business account setup

Marketing funnels

Ads manager, business manager and Ad account creation

Campaign Data Analysis



# E-ROZGAAR

## Top Earner Students



**Malik Behzad**  
Upwork Top Rated  
Earned \$80,000+  
E-Commerce  
Batch-2



**M. Waqas Khan Niazi**  
Fiverr (Level 2)  
Earned \$7,230+  
E-Commerce  
Batch-16



**Umair Faizan Awan**  
Fiverr (Level 2)  
Earned \$9,300+  
Graphic Designing  
Batch-15



**Sonia Irfan**  
Fiverr (Level 2)  
Earned \$21,000+  
Graphic Designing  
Batch-9



**Maria Khan**  
Blogger (Managed 20+ Sites)  
Earned \$5,000+  
Blogging & SEO  
Batch-16



**Mumtaz Ullah Khan**  
Blogger (Managed 10+ Teams)  
Earned \$4,300+  
Blogging & SEO  
Batch-15



**Noorien Fatima**  
Fiverr + Upwork Expert  
Earned \$11,200+  
Freelancing  
Batch-3



**Malik Behzad**  
Blogger (Managed 5+ Sites)  
Earned \$40,000+  
Freelancing  
Batch-15

# NAVTTTC

## **Introduction**

Welcome to the NAVTTTC Center at UMW Mianwali! Since its inception in January 2024, our center has been committed to empowering university students with essential digital skills for today's dynamic job market. Through a diverse range of courses, we equip our students with the tools needed to achieve economic independence and financial strength.

In an age defined by digital transformation, proficiency in online skills is crucial. The UMW NAVTTTC Center acknowledges this necessity and offers a comprehensive curriculum that includes Digital Forensics & Cyber Security alongside various other digital disciplines. Our courses are designed to cater to diverse interests and career aspirations, ensuring that our students are prepared to meet the demands of the modern workforce.

Our mission is to bridge the gap between traditional education and industry needs. By imparting practical skills highly sought after by employers and clients, we empower our students to explore new avenues for income generation and professional advancement. The NAVTTTC Center takes pride in serving as a catalyst for economic empowerment, preparing our students to thrive in the digital landscape with confidence.



# DEPARTMENT OF NAVTTTC

## Faculty



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**Mr. Asif Raza**  
Lecturer  
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**Mr. Muhammad  
Suleman**  
Lecturer

# Admission Regulations (Undergraduate & Graduate)

Following are the Admission Regulations for admission to all Undergraduate/Graduate programs 4-year BS/BCom/BBA etc. and 2-year MA/MSc etc.

## 1. Short Title and Commencement

The regulations prescribed hereunder shall be called Admission Regulations (undergraduate and graduate), University of Mianwali and are applicable from the academic session 2019-2020 and onward.

## 2. Definitions

In these rules and regulations unless the subject or context otherwise requires, the following expressions shall have the meanings hereby respectively assigned to them, that is to say:

- 2.1 "Academic Year" means a year consisting of two regular semesters namely; Fall and Spring;
- 2.2 "Authority" means any of the Authorities of the University specified in the University Act; 2.3 "Dean" means the Chairperson of the Board of Faculty duly appointed by the Chancellor as per the provisions contained in the University of Mianwali Act 2019;
- 2.4 "University" means the University of Mianwali;
- 2.5 "Vice Chancellor" means the Vice Chancellor of the University; who shall be competent to make decisions on admission related issues.

## 3. Introduction

Following are the guidelines, procedures, rules and regulations to be administered by all the Departments.

- 3.1 A copy of printed Admission Regulations shall be made available in all the Departments as well as the University Library and Website for guidance.
- 3.2 The Vice Chancellor is authorized to increase and decrease the number of regular, self-support and reserved seats according to student teacher ratio and availability of research supervision.

## 4. ADMISSION REGULATIONS

Admissions shall be made on the basis of merit in accordance with the criteria laid down by the Admission Committee from time to time, provided further that;

- a) 75% seats are allocated on merit and 25% seats shall be reserved for graduates (BA/BSc/BCom etc) of University of Mianwali on merit for MA/MSc/MCom/MBA etc. regular programs.
- b) Preference in case of admission to the Undergraduate and Graduate

classes will be given in the order of year of graduation, starting from the current year.

- c) Preference criteria for admission to all other classes, not enumerated above will be notified separately after it is chalked out by the Admission Committee and approved by the Vice Chancellor, but admission to these classes shall also be governed by these regulations.

4.1 Only those candidates who have passed FA/FSc, BA/BSc (Pass Course or Honors) or any equivalent examination shall be eligible for admission to the next higher classes. Merit should be determined on the basis of terminal degree.

4.2 The Incharge/Chairperson of the Department shall, each year, communicate for approval to the Admission Committee, prior to admissions, the total number of students to be admitted. This number can't be increased without the approval of the Vice Chancellor, nor shall the criteria be modified without his approval. Further, he shall be vested with the power to decide such issues as hardship case. Additional criteria for weightage in admission to a particular discipline against merit seats will be applicable.

4.3 Any student, who was rusticated, expelled, or whose entry in any Department was banned for any reason whatsoever at any time during his/her academic career, shall not be admitted to any class without the permission of the Vice Chancellor on the recommendations of the Incharge/Chairperson concerned and Director Student Affairs.

Note: The Office of Director Students Affairs will circulate a complete list of such students to all departments, against whom any kind of disciplinary action has been taken. The admissions of all such students will be processed in the light of regulation.

4.4 All difficulties connected with admission shall be resolved by the Admission Committee in consultation with Incharge/Chairperson of the Department and shall deem to be settled with the approval of the Vice Chancellor later on.

4.5 Any Reserved Seat which remains unfilled at the closing date or extended period shall not be transferred to the Merit Quota.

4.6 (i) Any person who has attained the age of twenty-six (26) years on the last date fixed for the receipt of the applications for admission shall not be admitted to graduate classes. Age limit

for students seeking admissions after passing Intermediate or equivalent examination in any discipline of this university will be twenty-four (24) years. In case of real hardship, however, the Vice-Chancellor on the recommendations of the Incharge/Chairperson of the Department concerned, may relax this Regulation subject to the availability of vacant seat, after all available eligible candidates have been offered admission, up to a maximum of one year.

(ii) This age limit does not apply to the disciplines of M.Ed, B.Ed, MBA (Executive), and MSc Criminology.

(iii) Age limit is also not applicable to the following candidates:

- a. Spouse of University Employees seeking admission against the reserved seat.
- b. Employees of University.
- c. Army Personnel

(iv) The age limit for government employees/employees of Govt. controlled corporations/autonomous bodies shall be followed as per Govt. rules, provided that they submit the NOC and study leave from their department to pursue such studies. However, no seat shall be reserved for this purpose.

(v) For the disciplines of Education (B.Ed, M.Ed) MA/Library Sciences, MSc Physical Education (05) seats shall be kept reserved for Govt. employees provided that they seek NOC from their parent department and remain on study leave for the duration of degree course.

4.7 All the government employees seeking admission to University of Mianwali are required to submit the following documents:

- i) NOC from the competent authority (in case of self-support program)
- ii) NOC and study leave from the competent authority (in case of regular program)

4.8 In case of admission to the Replica (Self-Support) Undergraduate and Graduate classes of the Department, the same Regulations relating to the admission to regular morning classes shall be applicable.

4.9 (i) No student shall be admitted to a second or subsequent Bachelor's/Master's Degree Courses in the Department except in professional degree course i.e. M.Ed, B.Ed, MSc Criminology and MBA (Executive).

(ii) The degree courses of M.Ed, B.Ed and MBA Executive can be

offered in parallel with other degrees in the same session or same year without time clash.

"Students having 14 years of education will be eligible to take admission to MA/MSc programs only, whereas the students having BS or 16 years education will be eligible to take admission in MS/MPhil programs only."

**Explanation (ii):**

- a. Degree obtained in regular mode in morning session in one university along with degree obtained in regular mode in evening session in different university is allowed"
- b. Degree obtained in regular mode in morning session in one university along with degree obtained in private mode in the same university is allowed".
- c. Degree obtained in regular mode in morning session in one university along with degree obtained in private mode in different university is allowed".

Note: Degrees with time clash are not allowed.

- 4.10 A migration/No Objection Certificate, in case of applicant graduated from a University other than the University of Mianwali, must be produced by the candidate within 30 days of the admission for submission to the registration branch of Registrar Office.
- 4.11 The migration of a student from another University to the University of Mianwali to a Department of the University of Mianwali and vice versa will be governed only in accordance with the Migration Policy of University of Mianwali, provided that the student falls in the merit list drawn by the University and belong to a university recognized by HEC.
- 4.12 Inter-departmental migration will be allowed on the recommendations of the Incharge/Chairperson concerned, with the written approval of the Chairman admission committee, provided that, the student concerned would have been offered admission, on merit basis in the Department to which he/she wishes to migrate. The maximum time period, during which such a migration may take place, shall be 02 weeks from the commencement of the teaching session. The migration will be allowed only in genuine cases.
- 4.13 In order to streamline the interdepartmental/Inter-disciplinary fee transfer cases, fee transfer form will be moved from one Department/discipline to other department/discipline in genuine cases and during the admission process only.
- 4.14 However, the form transfer will be allowed to only those

programs/departments in which the seats will remain vacant at the closure of admission process and there are no waiting candidates i.e. lists have been displayed till the last entry. A final list of programs/departments to which forms can be transferred will be approved by the Chairperson Admission Committee and approval of the transfer will be granted accordingly and the concerned departments will also be intimated. The policy order of merit will be followed in all these cases.

Form transfer shall further be subject to following categories:

- i) A candidate, who has applied in any of the program/department but failed to seek admission in that program/department, if he/she intends to transfer his/her admission form to any other program/ department in which he/she has not applied but seats are still lying vacant, can be transferred.
- ii) A student who has applied in any of the program/department and admitted in the same program/department, if he/she wants to transfer his/her admission to any other program/department in which he/she has not applied but seats are still lying vacant, can be transferred. In addition to this, a standard procedure will be followed for form transfer. The students interested in transfer of Admission Forms will be required to submit an application on a prescribed form recommended by the Incharge/Chairperson of both the Departments, to the Chairperson Admission Committee.

Transfer of any Fee or Admission Form(s) without the approval of the Chairperson Admission Committee will be considered null and void.

- 4.15 The relevant authenticated certificate in respect of Hafiz-e-Quran must be attached with the original admission application failing which no credit will be given. Moreover, the applicant must pass the Hafiz-e-Quran test conducted by the relevant committee of the University.
- 4.16 If there is a tie between two or more candidates having equal merit, their merit will be determined on the basis of their ages, the candidates older in age shall be given preference over the younger.
- 4.17 The FA/FSc/BA/BSc/BS degree of other Pakistani Universities/ Boards where the subject English is not compulsory shall not be considered as equivalent to the University of Mianwali and such students shall not be admitted in next higher classes.
- 4.18 In case of any other university, whose examination/curriculum is different from University of Mianwali, all the Departments will

forward the cases with comments to determine Equivalence to Chairperson Equivalence Committee for decision before last merit list is displayed.

- 4.19 Equivalence Certificate of O&A Levels / Intermediate Certificate from foreign institutes, issued by the Inter Board Committee of Chairmen (IBCC) shall be provided by the applicant. Provisional Admission can be granted to the student subject to provision of said equivalence certificate from the IBCC before conducting 1st Semester (under Semester System)/1st Year (Under Annual System) examination of the degree program for which admission is granted.  
(HEC Letter No.5-3/HEC/A&A/2015/78 dated June 24, 2015)
- 4.20 The dues other than notified by the University shall not be charged by the Department from the students.
- 4.21 A uniform policy to determine the merit will be observed in all the Departments, as laid down in the Admission Regulations.
- 4.22 Criteria for admission of Foreign Students will be determined by the University Admission Committee.
- 4.23 Quota of reserved seats for the following categories will be followed according to the Government Policy:
  - i. Foreign students
  - ii. Children/Wards of Martyrs/War Disabled & serving Personnel of the Defence Forces
  - iii. Azad Kashmir
  - iv. Northern Areas/FATA
  - v. Gilgit Baltistan
  - vi. Other Provinces (Baluchistan, Sindh and KPK)
  - vii. Children of Refugees from IHK.
  - viii. Lawyers Quota (only in LL.B 5 years)Note: It is the responsibility of the applicant to get the nomination from concerned Directorate / Secretariat / Agency / Ministry / GHQ within admission deadlines.
- 4.24 (i) A candidate whose candidature has been accepted will be required to produce the original documents for issuance of fee challan. The documents shall be retained by the department for a period of two semesters for both graduate and undergraduate programs.  
(ii) All the admitted students are directed to submit one copy of fee deposit slip/challan in the office of the relevant department to issue roll number of the department.
- 4.25 The admission on sport basis shall be processed through the committee constituted to conduct the trials. Sports office is

responsible to make arrangements of the trials and to forward the final list of selected candidates before the display of third merit list and no relaxation will be given in the deadline.

- 4.26 The admission of disabled persons shall be processed through the committee constituted to determine the disability of candidate. The department shall forward the cases of disabled students to concerned Committee. The student shall be considered eligible after verification from the said Committee besides possession of disability certificate from the relevant authority.
- 4.27 Employees of University of Mianwali seeking admission to any undergraduate or graduate program are required to provide NOC before the last date for submission of forms.
- 4.28 Admission of candidates seeking additional marks on the basis of Hifz shall be processed as follows:
- The candidates seeking additional marks and fee concession on the basis of Hifz shall be considered eligible for these concessions only after the submission of Hifz Certificate issued by the Hifz Committee of University of Mianwali before the closing date of admissions.
  - The facility of additional marks and fee concession shall be applicable to the under-graduate and graduate programs only.
  - The mode of test shall be as follows:
    - Hifz tests shall be conducted for three consecutive days before the closing date for submission of admission forms. The test schedule including date, timing and place for test shall be made a part of admission advertisement each year.
    - Chairperson Hifz Committee shall issue the certificates to the successful candidates. The candidates shall be responsible for submission of certificates to the department concerned before the closing date.
    - The office of Chairperson Hifz Committee shall prepare and forward a list of all the candidates appearing in the test mentioning their status as pass or fail to the office of Admission Committee. The same shall be communicated to all the teaching departments by the office of the Admission Committee.
- 4.29 All the candidates seeking admission against any reserve seat (including reserved seats for children/spouse of university employees) shall be required to submit NOC issued by the competent authority (Office of the Registrar in case of University) along with the admission application.
- 4.30 Start of class(s) is subject to class size. Minimum number of admitted students required to run a class at the time of admission shall be as under:

Regular	20
Self Support	25

- 4.31 As some of the transcripts provided by the students do not contain the detailed marks/percentage of marks so it becomes impossible to calculate merit on the basis of CGPA only. As it is the responsibility of students to provide the detailed marks sheet so they should be asked to provide the detailed marks sheet to the department before the last date for submission of forms. If they fail to provide the detailed marks sheet, they will not be considered eligible for admission as merit cannot be calculated on the basis of CGPA only.
- 4.32 All admissions made in contravention of these Regulations shall be void.

### 5. CONVERSION OF GRADES/MARKS

#### 5.1 CONVERSION OF SENIOR CAMBRIDGE AND HIGHER SENIOR CAMBRIDGE AGGREGATES AND GRADES INTO MARKS.

The merit of candidates holding 'O' Level 'A' Level and other foreign certificates will be determined on the basis of equivalence certificates issued by the Inter Board Committee of Chairmen (IBCC), Ministry of Education, Government of Pakistan, Islamabad.

#### 5.2 CONVERSION OF MARKS OF THE GRADUATES FROM ALLAMA IQBAL OPEN UNIVERSITY.

Marks of the graduates from Allama Iqbal Open University will be multiplied by 0.75 in order to equalize their marks with the University of Mianwali. However, it shall be applicable for merit calculation and not for eligibility determination.

#### 5.3 CONVERSION OF MARKS UNDER SEMESTER SYSTEM

The marks of all those graduates who have passed their examination under Semester System will be multiplied by 0.85 in order to equalize their marks with the Annual System.

### 6. ADMISSION CRITERIA

6.1 Undergraduate and Graduate Programs Admission shall be made on the basis of the Basic Criteria and Additional Criteria, if any, of the individual Department.

#### 6.2 Basic Criteria for Graduate Programs

Merit of the candidates for admission shall be calculated on the basis of terminal degree i.e. BA/BSc/BCom/BBA (2-years) etc. Admission shall be made as per order of year mentioned below:

- 1st Annual Current year & 2nd Annual Previous year (No marks deduction)
- 1st Annual Previous year & 2nd Annual a year before Previous

years (10 marks deduction from terminal degree)

- 1st Annual a year before Previous Year & 2nd Annual 2 year before previous year (20 marks deduction from terminal degree) Additional 20 marks for Hafiz-e-Qur'an to be included wherever applicable.

#### 6.3 Basic Criteria for Undergraduate Programs

Merit of the candidates for admission shall be calculated on the basis of terminal degree i.e. FA/FSC or equivalent etc. Admission shall be made as per order of year mentioned below:

- 1st Annual Current year & 2nd Annual Previous year (No marks deduction)
- 1st Annual Previous year & 2nd Annual a year before Previous years (10 marks deduction from terminal degree)
- 1st Annual a year before Previous Year & 2nd Annual 2 year before previous year (20 marks deduction from terminal degree) Additional 20 marks for Hafiz-e-Qur'an to be included wherever applicable.

#### 6.4 Additional Criteria

As given against each Department.

Note: Additional marks wherever applicable, for any particular subject will be counted irrespective of the elective or compulsory nature of subject.



# UMW Admission Policy for intake in 5th Semester

The Syndicate of University of Mianwali in its 5th meeting held on 22-02-2022 has approved the following UMW Admission policy for intake in 5th Semester.

In accordance with the decision taken by the Higher Education Commission regarding transition from 2-Year BA/BSc Programs to Associate Degree Programs and phasing out of 2-Year MA/MSc Programs (with extended timeline of June 30, 2022), the University of Mianwali will not offer admissions after Fall 2021 in these phased out degree programs. However, Higher Education Commission, vide notification No. 15-54/Coord/2019/HEC/951, dated November 1, 2021, gave provision of admission in 5th semester as follows:

The students having 14 years of education (BA/BSc/Associate Degree or Equivalent) can also take admission in 5th semester of a relevant BS/equivalent degree program.

In this regard, the following guidelines must be followed by the concerned departments at the University of Mianwali while giving admissions to the students in 5th semester.

1. The admission office shall consult the relevant Chairperson/Incharge of Department before confirming the admission to any student having 14 years of education.
2. The relevant department will decide up to 18 credit hours of bridging courses necessary for the students to be admitted in 5th semester after completing 14 years of education.
3. The bridging courses can be cross-linked with other departments in the same faculty, or with the previous (1-4) semesters.

Sr. No.	CGPA (out of 4.00)	CGPA (out of 5.00)	Percentage in Semester System	Percentage in Annual System	Division
1.	3.00 or above	4.00 or above	70% or above	60% or above	1st Division
2.	2.50 to 2.99	3.25 to 3.99	60% to 69.99%	45% to 59.99%	2nd Division
3.	2.49 or below	3.24 or below	59.99% or below	49.99% or below	3rd Division

4. The CGPA of the students admitted in 5th semester will be calculated as per the following formula:
5. The transcript of the student would specifically mention lateral entry of the students and only courses taken in UMW would be shown on the transcript.
6. A note will be added on the transcript highlighting the student's 14-year degree program along with the degree awarding institute and obtained result.
7. The degree and session of the students enrolling in BS 5th semester would exactly be the same as that of regular BS students of the same session.
8. The admission of BS program in 5th semester is allowed as per eligibility criteria of the concerned department, if any.
9. The CGPA mentioned on the transcript should be included CGPA of all subjects studied in the University along with CGPA obtained by para (4) as per approved Grading system of the University.

10. Lateral entry in BS 5th Semester will be offered in the same session only.

Note: All regulations/policies regarding discipline, welfare regulations, code of honors, admission, examination and semester regulations shall be applicable as already approved by the syndicate and available in the Prospectus of University of Mianwali. Currently, the University has offered Spring 2022 admission in the following Departments:

In further, the admission in BS 5th semester will be offered in all programs of the relevant semester (session).

# Admission Regulations (Postgraduate)

Following are the Admission Regulations for admission to all Undergraduate/Graduate programs 4-year BS/BCom/BBA etc. and 2-year MA/MSc etc.

## 1. Short Title and Commencement

The regulations prescribed hereunder shall be called Admission Regulations (Postgraduate), University of Mianwali and are applicable from the academic session 2019-2020 and onward.

## 2. Definitions

In these rules and regulations unless the subject or context otherwise requires, the following expressions shall have the meanings hereby respectively assigned to them, that is to say:

- 2.1 "Academic Year" means a year consisting of two regular semesters namely; Fall and Spring;
- 2.2 "Authority" means any of the Authorities of the University specified in the University Act; 2.3 "Dean" means the Chairperson of the Board of Faculty duly appointed by the Chancellor as per the provisions contained in the University of Mianwali Act 2019;
- 2.4 "University" means the University of Mianwali;
- 2.5 "Vice Chancellor" means the Vice Chancellor of the University; who shall be competent to make decisions on admission related issues.

## 3. Introduction

Following are the guidelines, procedures, rules and regulations to be administered by all the Departments.

- 3.1 A copy of printed Admission Regulations shall be made available in all the Departments as well as the University Library for guidance.
- 3.2 The Vice Chancellor is authorized to increase and decrease the number of regular, self support and reserved seats according to student teacher ratio and availability of research supervision.

## 4. REGULATIONS

- 4.1 Admissions shall be made on the basis of merit in accordance with the criteria laid down by the Admission Committee from time to time and as specified under MS/MPhil/PhD Regulations 2019, subject to the condition that;
  - i. Any applicant seeking admission to MS/MPhil/MSc(Hons) or PhD program shall apply on a prescribed form within due date given in the advertisement for admission.

- ii. The downloaded application shall be submitted to the respective Department in which the candidate wishes to pursue his/her studies.

4.2 Only those candidates who have passed MA/MSc, BS (Hons) or equivalent (16 year education) shall be eligible for admission to MS/MPhil program and students who has passed MS/MPhil or equivalent shall be eligible for admission to the next higher degree.

4.3 i) The candidates having second division or CGPA = 2.00 out of 4.00 in 4 Year BS program/MA/MSc degree in the relevant subject or equivalent from HEC recognized Institutions shall be eligible for admission to MS/M.Phil or equivalent program.

ii) The candidates having first division or CGPA = 3.00 out of 4.00 in MS/MPhil/MSc (Hons) (18-year education) degree (with research thesis) in the relevant subject or equivalent from HEC recognized Institutions shall be eligible for admission to PhD Programs. Students having MS/MPhil/MSc (Hons) (18-year education) degree with course work (without Research Thesis) are not eligible for PhD admission.

4.4 The Incharge/Chairperson of the Department shall, each year, communicate for approval to the Admission Committee, prior to admission, the total number of students to be admitted. The minimum and maximum number of seats shall be as follows:

i. MS/MPhil	10-20
ii. PhD	05-10

4.5 This number shall not be increased or decreased without the approval of the Vice Chancellor, nor shall the criteria be modified without his/her approval. Additional criteria for weightage in admission to a particular discipline will be applicable.

4.6 University of Mianwali will not hire any testing service for GAT tests. The Postgraduate Program Committee of each department will conduct the tests for MS/MPhil and PhD programs to replace the GAT-General and GAT-Subject Tests conducted by NTS respectively. Moreover, these tests will be qualifying with the following percentage of marks:

i. For PhD Programs	70% Marks
ii. For MPhil Programs	50% Marks

Note: The tests shall be conducted as per pattern and schedule approved by the competent authority.

4.7 The merit of a candidate shall be determined as follows:

- i. Academic Qualification 70% marks (in Terminal Degree)
- ii. Subject Based Entry Test 30% marks (Conducted by Department concerned)
- iii. Candidates shall have to qualify the interview conducted by the Department as well beside Entry Test otherwise he/she will not be eligible for admission

4.8 Any student, who was rusticated, expelled, or whose entry in any Department was banned for any reason whatsoever at any time during his/her academic career, shall not be admitted to any class without the permission of the Vice Chancellor on the recommendations of the Incharge/Chairperson concerned. The office of Director Students Affairs will circulate a complete list of the students, against whom any kind of disciplinary action has been taken, to all the departments. The admissions of all such students will be processed in the light of regulations.

4.9 All difficulties concerning to admissions shall be resolved by the Admission Committee in consultation with Incharge/Chairperson of the Department concerned and decision of Admission Committee/Chairperson Admission Committee shall be final.

4.10 List of students selected for admission shall be prepared in accordance with the prescribed Proforma bearing the signature of Incharge/Chairperson of the Department prior to notification. The same shall be sent to the offices of the Director Academics, Registrar and Controller of Examinations (Principal seat) for record.

4.11 Migration/No Objection Certificate, in case of an applicant who has graduated from a University other than the University of Mianwali, must be produced by the candidate within 30 days of the admission for submission to the registration branch of Registrar Office.

4.12 The migration of a student from another University to a Department of the University of Mianwali and vice versa will be governed only in accordance with the Migration Policy of University of Mianwali provided that the student falls in the merit list drawn by the University and belongs to a university recognized by HEC subject to availability of seat. For transfer of credits prescribed procedure shall be followed.

- 4.13 If there is a tie between two or more candidates having equal merit, their merit will be determined on the basis of their ages, the candidate older in age shall be given preference over the younger.
- 4.14 The dues other than notified by the University shall not be charged by the Department from the students.
- 4.15 A uniform policy to determine the merit will be observed in all the Departments, as laid down in the Admission Regulations.
- 4.16 Eligibility Criteria for admission of Foreign Students, if any, will be determined by the Admission Committee.
- 4.17 A candidate whose candidature has been accepted will be required to produce the original documents for issuance of fee challan. The documents shall be retained by the department for a period of two semesters.
- 4.18 All departments will receive all forms irrespective of their eligibility. Their status as eligible or ineligible should be determined after the submission of forms.
- 4.19 All the government employees seeking admission to University of Mianwali should provide the NOC from the competent authority of Department concerned.
- 4.20 Qualification from Institutions other than the University of Mianwali shall be equalized by the Equivalence Committee of the University/HEC. All the Departments will forward the cases of Equivalence to Chairperson Equivalence Committee.
- 4.21 As some of the transcripts provided by the students do not contain the detailed marks/percentage of marks so it becomes impossible to calculate merit on the basis of CGPA only. It is the responsibility of the students concerned to provide the detailed marks sheet to the department before the last date of submission of forms. If they fail to provide it they will not be considered eligible for admission as merit cannot be calculated on the basis of CGPA only.
- 4.22 In the context of faculty development, there will be two seats reserved for teaching staff (Regular teaching staff) in MSc (Hons)/MS/MPhil programs in addition to the approved number of seats. In case these seats remain vacant then these will be reserved for spouse/children of the teaching staff (Regular teaching staff).
- Moreover, one seat is reserved for non-teaching staff (Regular staff) in MSc (Hons)/MS/MPhil programs. In case these seats remain vacant then these will be reserved for spouse/children of

the non-teaching staff (Regular staff).

- 4.23 University employees seeking admission to MS/MPhil or PhD program are required to provide NOC and study leave before the last date for submission of forms.
- 4.24 In addition to the approved number of seats one seat for disable persons shall be reserved in MS/MPhil programs as notified by the Punjab Government. The department shall forward the cases of disable students to Committee constituted to determine the disability of candidates. The student shall be considered eligible after verification from the said Committee.
- 4.25 The facility of additional marks and fee concession on the basis of Hifz shall not be applicable to these admissions.
- 4.26 All admissions made in contravention of these Regulations shall be void.



# Discipline, Welfare Regulations and Code of Honor

## 1. CODE OF HONOUR

- 1.1 All Muslim students must show, in words and in deeds, their full faith in Islam.
- 1.2 All students must have faith in and respect for the Ideology of Pakistan.
- 1.3 All students must, in matters of religion, respect the convictions of others.
- 1.4 Every student is expected to:
  - (i) be Loyal to Pakistan;
  - (ii) obey the law of the Land as well as the Rules and Regulations of the University;
  - (iii) maintain Law and Order as well as the dignity and prestige of the Alma mater;
  - (iv) have respect for morality and personal honor and rights of others;
  - (v) practice honesty and integrity in dealings with fellow students, teachers and all others both on and off the Campus;
  - (vi) help in protecting the life, dignity, honor and the property of the University and that of the Academic/Administrative staff and fellow students;
  - (vii) respect teachers, all elders and persons in authority in the University;
  - (viii) be courteous and helpful to all;
  - (ix) work hard and co-operate in completing the course of study within the prescribed period; and
  - (x) endeavor to positively contribute towards creating an atmosphere conducive to healthy academic pursuit.
- 1.5. Welfare: Each Teaching Department and hostel should set up a Welfare Committee in order to be in touch with the students, to deal with their problems and look after their welfare in general. The composition of the Committee shall be as follows:
  - (a) Student Adviser of the Department, two teachers representing the teaching staff, President and Secretary of the student body of the Department. The Committee shall elect one of the teachers as its Chairperson.
  - (b) Hall Secretary, Sports Secretary and Mess Manager to be elected by the Resident Officer (c) Officer Incharge of the hostel shall be ex-officio members of the Committee. The senior most officer shall be the Chairperson of the Committee.

## 2. DISCIPLINE

- 2.1 No student shall:
  - (i) utter, do, or propagate, anything repugnant to Islam within and outside the precincts of the University;
  - (ii) say or do anything which might adversely affect the honor and prestige of Pakistan, or University and teachers and his/her educational institution;
  - (iii) smoke in the Classroom, Laboratory, Workshop, Library and Examination Hall;

- (iv) form, or associate with an Organization / Society / Club, or any other body, promoting caste distinctions and inciting parochial / linguistic / regional feeling;
  - (v) organize, or hold any function within the precincts of the University except in accordance with the prescribed Rules and Regulations;
  - (vi) collect money or receive donations or pecuniary assistance for or on behalf of the University or any University Organization except with the written permission of the Syndicate;
  - (vii) stage, incite, or participate in, a walkout, strike or any other form of agitation which might create or is likely to create law and order problem for the University and affect or is likely to affect its smooth functioning;
  - (viii) indulge in immoral activities, use of indecent language, wearing immodest dress, make indecent remarks, jokes or gestures or behave in an improper manner;
  - (ix) cause disturbance to others;
  - (x) disturb peace and tranquility of the Institution;
  - (xi) keep or carry weapons, narcotics, immoral or submissive literature; and
  - (xii) use of insalutary or abusive language or resort to violence against a fellow student or employee of the University.
- 2.2 Disciplinary action by the Incharge/Chairperson of a University Teaching Department against the student/s may be taken in one or more of the following forms depending upon the severity of the offence:
    - (i) A written warning may be issued to the student/s concerned and a copy of the same may be displayed on the Notice Board;
    - (ii) The matter may be reported to the parents/guardians and they may be requested to visit University if necessary;
    - (iii) A student may be fined. The fine imposed shall have to be deposited in the Treasury, under intimation to the Incharge/Chairperson Office or Secretary of Discipline Committee as the case may be;
    - (iv) A student may be turned out of the class by the teacher concerned and be not permitted to attend the same course upto three periods at one time under intimation to the Incharge/Chairperson;
    - (v) A student may be placed on probation for a fixed period not exceeding 3 months. If during the period of probation, he fails to improve his conduct, he may be rusticated or expelled;
    - (vi) A student may be suspended from the rolls of a department, for a period not exceeding two weeks at a time, excluding the suspension, if any, not exceeding 10 days, at one time, ordered by the Incharge/Chairperson of the Department/Discipline Committee.
    - (vii) A student may be rusticated, expelled or asked to withdraw from the Department, in the manner herein after mentioned.
  - 2.3 Regulations Relating to Rustication, Expulsion and Withdrawal.
    - (i) Rustication, whenever imposed on a University student, shall

always mean the loss of one academic year in so far as his examinations are concerned. The period of absence from the University Teaching Department will, however, depend upon the time of the year when the penalty is imposed. The student under rustication may at the discretion of the Incharge/ Chairperson of a Department be permitted to rejoin the class in the same Department in the beginning of the next academic year:

- (ii) A student expelled from a University Teaching Department shall not be readmitted into the same Department or into another Department without the approval of the Syndicate. Readmission shall in no case be granted before the expiry of one academic year from the date of expulsion:
- (iii) Each Department shall constitute a Council to consider and decide the cases of expulsion, rustication and withdrawal of student/s. The Council shall consist of the Incharge/Chairperson of the Department and at least two senior members of the teaching staff to be nominated by the Incharge/Chairperson. The Incharge/Chairperson of the Department shall be the Chairperson of the Council who may pass such orders as he/she may deem fit. Other members shall act in as an advisory capacity. The Incharge/Chairperson shall communicate to the University the names of the members of the Council in the beginning of every academic year:

In case of rustication and expulsion or withdrawal of a student of the University Department, he may prefer an appeal with the Vice-Chancellor within 15 days of the date of the notification or rustication/expulsion or withdrawal. The Vice-Chancellor will have the power to pass such orders as he may deem fit;

- (v) Cases of indiscipline/disturbances, involving students from two or more Departments of the University, shall be referred to the Discipline Committee (constituted under Statute 11 or the University of the Punjab Act 1973) by the Vice-Chancellor:
- (vi) The Discipline Committee shall have the power to take such decision as it deems fit on a case referred to it by the Vice-Chancellor, in accordance with the aforementioned Regulations provided that the student/s who has/have been rusticated/ expelled or ordered to withdraw from the rolls of a University/Department he/they may prefer an appeal with the Vice-Chancellor within 15 days of the date of notification of rustication/ expulsion/ withdrawal, etc. The Vice-Chancellor shall have the powers to pass such orders as he may deem fit:
- (vii) If a case of rustication/expulsion/withdrawal, is received by the Vice-Chancellor on the basis of an appeal, it shall be brought to the notice of the Syndicate along with reasons for revising the original order.

**Notice: Prevention of Electronic Crimes Act 2016 to overcome cyber-crimes threat is strictly enforced.**



## **Semester / Examination Regulations (Fall 2023 to Onwards), UMW**

Notwithstanding anything contrary to the provisions of University of Mianwali Act 2019, the University shall offer Undergraduate (4-year BS/BCom, etc.), MS/MPhil, PhD level degree programs or equivalent programs approved by the Authority. The regulations mentioned hereinafter regarding admission, registration and examination shall be applicable on each undergraduate and graduate level program offered by the University.

### **1. Short Title and Commencement**

The regulations described hereunder shall be called “Semester/Examination Regulations” University of Mianwali, and shall come into force w.e.f. Fall 2023.

### **1.1 Definitions**

In these regulations unless the subject or context otherwise requires, the following expressions shall have the meanings hereby respectively assigned to them, that is to say:

1. “University” means the “University of Mianwali”;
2. “Dean” means the Chairperson of the Board of Faculty;
3. “Controller of Examinations” means the Controller of Examinations of the University.
4. “Academic Department” means a teaching, research and technologically developed Department maintained and administered by the University;
5. “College” means a University College or an Affiliated College;
6. “Incharge/Chairperson” means head of an Academic Department;
7. “Principal” means the head of a College;
8. “Director” means the Director of an Institute;
9. “Academic Year” means a year consisting of two regular semesters namely; Fall and Spring, followed by a summer semester (if applicable);
10. “Authority” means any of the authorities of the University specified in the University of Mianwali Act 2019;
11. “Credit Hour” means one hour student-teacher classroom contact per week per semester in theory or three hours contact in project/practical/lab work per week per semester;
12. “Deficiency Course” means a course in which a student has been declared deficient by the concerned Department at the time of admission/transfer of credits/migration;
13. “Non-credit Course” means a course that shall be mandatory to pass but shall not be counted in calculating GPA/CGPA and shall not have any effect on the academic position of a student;
14. “Pre-requisite” means a course required to provide basic knowledge of the follow up course;

15. “Semester” means duration of eighteen weeks inclusive of examinations i.e.; sixteen weeks for teaching (including midterm examination), one week for conduct of final term examination and one week for preparation and submission of results.
16. “Academic Advisor/Tutor” refers to a faculty member chosen by the Incharge/ Chairperson of the relevant department. Their role involves providing guidance and counseling to students, as well as overseeing their academic progress until they complete their studies at the University.
17. “Academic Program” signifies an organized educational curriculum that ultimately leads to the conferment of a University Degree upon students who have successfully completed all the prescribed requirements.
18. “Internal Controller of Examinations” means Internal Controller of Examinations of an Academic Department.

### **Note:**

Following are the guidelines, procedures, rules and regulations to be administered by all the Departments running Semester System.

1. Each Department in the beginning of an academic session shall arrange an “Orientation” to familiarize the admitted students with semester system and their degree requirements.
2. A copy of printed Semester/Examination Regulations shall be made available in all the Departments as well as the University Library and website for guidance.

## **2. Degree Program Framework**

### **2.1 Credit Hour Range, Duration, and Structure**

1. The undergraduate degree program encompasses a range of credit hours, with a minimum requirement of 120 credit hours and a maximum of 144 credit hours.
2. Each semester, spanning at least 16 weeks of teaching including mid-term examination period, is an integral part of this educational journey.
3. The course duration is a minimum of 8 semesters, equivalent to a four-year timeframe or as aligned with accreditation bodies' guidelines.
4. A maximum overall period of 6 years is established for program completion.
5. During the Summer Session, an opportunity is provided to address academic deficiencies, failures, or repetition of maximum 1–2 course(s) up to 08 credit hours.
6. For regular full-time students, a balanced course load per semester ranges from 15 to 18 credit hours, ensuring a manageable yet comprehensive learning experience.

## 2.2 Time Frame for Completion of Degree Programs

Maximum duration for the completion of various programs shall be as under:

### Program Maximum Duration

1-Year	Two Years
2-Year	Four Years
3-Year	Five Years
4-Year	Six Years
5-Year	Seven Years

### 2.2.1 Advertisement

The Registrar shall launch the advertisement for admission in BS Level programs as per UMW Academic Calendar.

## 2.3 Course Codes and Credits

- Each course shall be assigned credit hours. The credit hours are denoted by two digits within brackets with a hyphen/plus in between. The first digit represents the theory part while the second (right side) digit represents the practical. Thus 3(3-0) or 3(3+0) means three credit hours of theory only, while 4(3-1) or 4(3+1) means a total of four credit hours, of which three are reserved for theory and one credit hour is for laboratory/studio work/field work/practical work as per requirement of discipline.
- Each Board of Studies shall assign and prescribe the course codes, credit hours and work load upto a maximum of eighteen credit hours for each semester for a given scheme of studies.
- Course codes shall be divided into two parts i.e., letters and digits.

**List of courses of pools along with General Education Courses as per UEP-2023 is given in**

**Table below.**

Sr. No.	General Education/Pool	Subjects and Codes	No. of Courses	Credit hours	
1	Arts and Humanities	Fables, Wisdom Literature, and Epic	URD-201	01	2(2+0)
		Space, Place & Experiences	URD-202		
		Iqbaliyat	URD-203		
		Gulsitan e Sadi	URD-204		
		Cultural Studies	URD-205		
		Modern History of South Asia	HIS-201		
		Arabic as an International Language	ARB-201		
		Professional Practices	CSC-201		

2	Natural Sciences	Fundamentals of Science	CHM-201	01	3(2+1)
		The Science of Global Challenges	CHM-202		
		Everyday Science	CHM-203		
		Environmental Sciences	CHM-204		
		Applied Chemistry	CHM-205		
		Applied Physics	PHY-201		
		Medical Physics	PHY-202		
		Introduction to Geography	GEO-201		
3	Social Sciences	Science of Society	SOC-201	01	2(2+0)
		Social and Behavioral Sciences	PSY-201		
		Introduction to Psychology	PSY-202		
		Introduction to Economics	ECO-201		
		Introduction to Accounting and Finance	BAM-202		
		Introduction to Management	BAM-203		
		Introduction to Marketing	BAM-204		
4	Functional English	Functional English	ENG-201	01	3(3+0)
5	Expository Writing	Expository Writing	ENG-202	01	3(3+0)
6	Quantitative Reasoning	Quantitative Reasoning-I	MTH-201	1	3(3+0)
		Quantitative Reasoning-II	MTH-202	1	3(3+0)
		Islamic Studies / Ethics	ISL-201	01	2(2+0)
Ethics (for non-Muslims)	ISL-202				
8	Ideology and Constitution of Pakistan	Ideology and Constitution of Pakistan	PST-201	01	2(2+0)
9	Applications of Information & Communication Technologies (ICT)	Applications of Information and Communication Technologies	CIT-201	01	3(2+1)
10	Entrepreneurship	Entrepreneurship	BAM-201	01	2(2+0)
11	Civics and Community Engagement	Civics and Community Engagement	EDU-201	01	2(2+0)
<b>Total</b>				<b>12</b>	<b>30 (28+2)</b>

**Note:** For general education courses in Sr. No. 1, 2, and 3 are subject pools. Department has liberty to choose any suitable course as per their requirement whereas, the subjects from Sr. No. 4 to 11 should be opted as such along with course content as per directions of HEC. University compulsory courses are given in Sr. No. 12 to 14.

Sr. No.	University Compulsory Courses	Subjects and Codes	No. of Courses	Credit hours	
12	General Education	Seerat of the Holy Prophet Muhammad (SAW)	ISL-101	01	1(1+0)
13	University Elective	Entrepreneurial Skills Development	BAM-681	01	1(0+1)
14		<b>Translation of the Holy Quran</b>			
		Translation of The Holy Quran-I	ARB-101	01	Non-Credit (1+0)
		Translation of The Holy Quran-II	ARB-102	01	Non-Credit (1+0)
		Translation of The Holy Quran-III	ARB-103	01	Non-Credit (1+0)
		Translation of The Holy Quran-IV	ARB-104	01	Non-Credit (1+0)

## Code Key

Course codes shall be divided into two parts i.e., letters and digits. Letters: Three characters representing the course of the subject concerned, for example

Sr. No.	Name of Subject	Code (alphabets)
1.	Arabic	ARB
2.	Banking and Finance	BBF
3.	Biotechnology	BIT
4.	Botany	BOT
5.	Business Administration	BAM
6.	Chemistry	CHM
7.	Commerce	COM
8.	Computer Science	CSC
9.	Data Science	DSC
10.	Economics	ECO
11.	Education	EDU
12.	English	ENG
13.	Environmental Sciences	ENV
14.	Ethics (for non-Muslims)	ISL
15.	Geography	GEO
16.	Geology	GEL
17.	History	HIS
18.	Information Technology	CIT
19.	International Relations	IRS
20.	Islamic Studies	ISL
21.	Mathematics	MTH
22.	Mass Communication	MCM
23.	Microbiology	MIC
24.	Pakistan Studies	PST
25.	Philosophy	HIS
26.	Physics	PHY
27.	Political Science	POL
28.	Psychology	PSY
29.	Statistics	STT
30.	Sociology	SOC
31.	Software Engineering	SEN
32.	Urdu	URD
33.	Zoology	ZOL

## Numerical codes consist of three digits

### 1. 1<sup>st</sup> digit (from the left) represents the level of difficulty or year of study

a. Courses Recommended by the Government of Pakistan	1
Translation of the Holy Quran-I	ARB-101
Translation of the Holy Quran-II	ARB-102
Translation of the Holy Quran-III	ARB-103
Translation of the Holy Quran-IV	ARB-104
Seerat of the Holy Prophet Muhammad (SAW)	ISL-101

In even semesters for Faculty of Science and in odd semesters for Faculty of Social Sciences and Humanities, however the codes will remain uniform.

### b. General Education Courses as per UEP-2023 2

General Education Courses must be covered in the first four semesters (i.e., First Two years) of the degree program, and the codes will remain uniform.

### c. Courses offered in first year of BS degree program 3

### d. Courses offered in second year of BS degree program 4

### e. Courses offered in third year of BS degree program 5

### f. Courses offered in fourth and fifth year of BS degree program 6

### 2. 2<sup>nd</sup> digit represents the area of specialization number

Normally 0 for fundamental courses or arrange all specializations of a subject in an alphabetical order and assign numbers.

For example: For BS Chemistry courses, second digit specifying the subject identity will be as follows:

All fundamental courses	0
Analytical Chemistry	1
Applied / Industrial Chemistry	2
Biochemistry	3
Environmental Chemistry	4
Inorganic Chemistry	5
Organic Chemistry	6
Physical Chemistry	7
Institutional Option	8

### 3. 3<sup>rd</sup> digit represents the sequence in the area/specialization

Note: Subject Name Symbol and numeric digits are separated by hyphen (-) e.g. CHM-301

- Code for Field Experience/Internship will be 500 for BS programs e.g., CHM-500
- Code for Capstone Project will be 600 for BS programs e.g., CHM-600

It may be noted that there is no hard and fast rule for the right side two digits and can be arranged in any convenient way, but the left side digit definitely shows the hardship level i.e. year of the course. The course codes for some subjects are presented here so that uniform pattern can be defined for all departments of UMW. The courses which are not mentioned here can be coded in the same pattern.

## 2.4 Theoretical Component

A theory course typically spans from 3 to 4 credit hours, in accordance with the discipline's needs.

## 2.5 Class Duration

### 1. Theoretical Course with 03 Credit Hours

- Either 3 classes of 1 hour each per week
- Or 2 classes of 1.5 hours each per week
- Or 1 class of 3 hours per week

### 2. Practical (Lab) Work/Field Work with 01 Credit Hour

Requires 3 hours per week

## 3. An Academic Year

1. An academic year consist of two standard semesters (Fall and Spring, followed by a summer semester (if applicable)).
2. Midterm examination will be after first six weeks (i.e. 7<sup>th</sup> or 8<sup>th</sup> week), 17<sup>th</sup> week for conduct of final term examination and 18<sup>th</sup> week for preparation and submission of results.
3. These fall and spring semesters will extend over a period of 16-18 weeks, encompassing 1 to 2 weeks designated for examinations.
4. The option to offer a summer session, will span 8 to 9 weeks. This structure allows students to continue their education during the summer months, thereby providing an opportunity for accelerated learning or to remove deficiencies or addressing academic requirements.
5. A student who has either not succeeded in an examination or has been prevented from taking the examination due to insufficient class attendance, or wishes to enhance their grade, is permitted to enroll during the summer session.
6. During the summer sessions, students are allowed to register for a maximum 1–2 course(s) up to 08 credit hours.
7. In the Summer Semester, the weekly contact hours will be doubled to ensure that the course is fully covered within a condensed timeframe, which is equivalent to half the duration of a regular (Fall/Spring) semester.
8. University is at liberty to enroll students (if they fulfill their admission criteria) for Fall/Spring semester or for any single course and issue transcript with letter grades at the end of the semester.
9. Foreign students under student exchange programme will be enrolled for any semester or for any single course and University will issue transcript with letter grades at the end of the semester. Admission offer letter of the foreign student will be forwarded to HEC for issuance of NOC.

## 4. Standard Operating Procedures (SOPs) for Summer Semester

- 1 Students who have completed the Spring Semester shall be eligible for registration in 1–2 courses upto 08 credit hours to improve/pass the fail/withdrawn/incomplete courses of previous semesters. Course registration proforma is available on University of Mianwali website.
- 2 The contact hours per week during the Summer Semester will be doubled to ensure 64/48/32 hours of teaching for 4/3/2 cr hr course, respectively.
- 3 If minimum of 20 students are registered for a course only then their time table shall be arranged by the Department. For a 3 credit hour course, 6 hours per week shall be taught by the teacher, and for a 2 Credit Hours course, 4 hours per week shall be taught by the teacher.
- 4 If less than 20 students are registered for a course then Guided Study Model will be implemented.
- 5 The course registration proforma (annexed) shall be implemented to keep the record of registered subjects/courses.
- 6 A student shall pay prescribed fee per course/subject through challan form in University fee account.
- 7 A teacher can take maximum of two (02) courses in Summer Semester. However, there is no limit for courses/subjects without classes (for a teacher to evaluate the students).
- 8 All regular semester conditions shall apply for evaluation including Mid, Final, Practical, Sessional etc, for courses with classes, whereas Mid, Final, Practical (sessional marks remains same or proportional) for subjects without classes.
- 9 Remuneration of the faculty shall be made as per rules.
- 10 A list of registered students shall be forwarded to the office of the Registrar, University of Mianwali within 10 working days after the last date of registration.
- 11 For completion of course credit hour requirement Saturday and Sunday may be included for teaching purposes (if needed).

The University reserves the right to make any change in the schedule, as required.

## 5. SOPs for Use of Unfair Means and Penalty

- 5.1 University of Mianwali has a “zero tolerance” policy towards use of unfair means in examinations. Any instance or indication of such behavior should be promptly communicated to the Unfair Means Cases Committee (UMC), established by the university specifically to address such occurrences. Unfair Means Cases Committee (UMC) of the University will check/review the cases related to the unfair means that will consists of 02 senior faculty members, Director of student’s affairs, headed by senior Professor of the University.

A set of actions or behaviors for which a candidate found guilty and subsequently face consequences during an examination. Here's an explanation of each point:

1. If a candidate tears a page out of their answer booklet, the entire booklet will be invalidated or canceled.
2. If a candidate presents documents that are not authentic or genuine in relation to the examination.
3. If a candidate tries to pretend to be someone else during the examination (impersonation).
4. If a candidate copies answers from unauthorized sources like papers, books, or notes.
5. If a candidate damages or alters their answer booklet intentionally.
6. Having any materials that could aid the candidate's performance during the examination is prohibited.
7. Engaging in unethical or illegal actions to gain an advantage during the examination is considered a breach.
8. If a candidate disobeys the instructions or guidance provided by the invigilators or the University.
9. If a candidate behaves inappropriately or disrupts the examination process, a candidate can face consequences.
10. Writing offensive or inappropriate language on the answer script.
11. Having weapons in or around the examination premises is prohibited.
12. Having electronic devices that could aid the candidate during the examination, such as smartphones, etc.
13. Attempt to know contents of Question paper prior to examination.
14. Making an effort to acquire the question paper prior to the test/examination.
15. Any type of interaction among examination invigilator(s) within or outside the examination room/hall while the test/examination is ongoing.
16. Possessing a mobile phone within the examination hall/room is considered participation in unfair practices and is strictly forbidden. If a student is discovered with a mobile phone during the examination, their device will be confiscated, and disciplinary measures will be initiated against the student.
17. Students found in possession of mobile phones or other unauthorized electronic devices during exams (whether inside or outside the examination room) will have these items taken away by the Chairperson of the Department. These confiscated items will then be handed over to the Controller of Examinations, who will ensure their secure storage and attach an identification tag containing all relevant information. A comprehensive record of confiscated mobile phones will be maintained by the Examination Cell.

18. Students can submit a written request for the return of their mobile phones or electronic devices after confiscation. UMC will decide the date for the return of such items i.e. Mobile, Smart Watches, etc. such requests will be evaluated on their individual merits.
19. Exchanging of answer book or question paper or any portion thereof.
20. Borrowing items or requesting Clarification from another student present in the examination hall.
21. Concealing or obscuring any proof upon discovering the use of unfair methods.
22. Illegally entering a Faculty Member's office with the intent of gaining access to / altering the official records / documents.
23. Students are prohibited from bringing textbooks, notes, manuscripts, smart Gadgets or any electronic devices other than a calculator without any form of programming into the examination hall.
24. Students arriving late to the examination hall, beyond half of the allocated time for the paper, will not be permitted to enter.
25. A student arriving late to the examination hall, will not allowed him/her extra time.
26. Possessing or concealing notes on clothing, hands, shoes, pockets, wallet or anything that has been explicitly prohibited in the examinations.
27. Repeat / Habitual case of cheating.
28. Communication written / oral / gestures or otherwise with other participant(s).
29. Writing incorrect or someone else's ID/Name on the answer / question papers.
30. Change of Marks on the Answer Sheet While the teacher will show the paper after examination.
31. Arguing with Invigilator/being rowdy.
32. Possession / Use of external / written/ printed material inside the examination room.
33. Possession / Use of Mobile phone or unauthorized device containing external / cheating material inside the examination room.
34. Possession of mobile phone / device with no external / cheating material and not being used for cheating purpose.
35. Attempt to cheat outside examination room.
36. Tempering of Results.
37. Seeking help from other student inside / outside the examination room.
38. Abetment in cheating.
39. Borrowing of calculator or any other device during examination.
40. Mass Cheating where more than one student is involved.
41. Oral communication, whispering, looking around.
42. Impersonation: Wherein a student is represented by someone else in the examination to attempt

a paper.

43. Suppressing or hiding any evidence of use of unfair means.
44. Lending/borrowing of pen, pencil, ruler, calculator, etc. is strictly prohibited in the examination room.
45. An attempt to gain access to a question paper before the examinations shall be dealt under UMC rules.
46. **DON'T BRING YOUR MOBILE PHONE AND ANY OTHER UNAUTHORIZED ELECTRONIC GADGETS!** If you bring it to an exam, you should be aware of the following:
  - The University of Mianwali accepts no responsibility for any loss or damage to your belongings.
  - On finding any of the unauthorized electronic gadgets, can lead the participant to Unfair Means Case.
47. Forging another person's signature on his/her answer sheet.
48. Giving or receiving assistance or allowing any other candidate to copy from his/her answer books.
49. Misbehaving or creating any kind of disturbance in or around any Exam Room/Hall including staging or inciting others for a walkout.
50. Forging, mutilating, altering, erasing, or otherwise tampering with any document connected with exam.
51. Any electronic gadgets that can be of help in solving question(s) during the exam.
52. Capturing pictures of quiz/test/answer sheets (any material related to exams) while the instructor shows their quiz/test/mid or final exam answer sheets, (further uploading to social media or re-sharing with others).
53. Unauthorized change of examination Room/Hall.

**5.2 The potential penalties that will be imposed on a student who has committed an offense during an examination or academic situation. The severity of the penalty depends on the seriousness of the offense. The listed penalties are as follows:**

- 1 If a student is found guilty of misconduct during an exam, the paper (exam) will be canceled. This means the student's performance in that specific exam will not be counted.
- 2 In more serious cases, the student might be suspended from their academic program for a period of one semester. This means they cannot attend classes, take exams, or participate in academic activities during that time.
- 3 The student may be required to pay a fine, the amount of which may vary based on the gravity of the offense. This financial penalty serves as a consequence for his/her misconduct.

- 4 In the most severe cases, the student might face expulsion from the university. This means they are permanently removed from the institution and cannot continue their studies there.
- 5 Additional, penalties not explicitly mentioned in the list might be applied, depending on the specific circumstances of the case.
- 6 Regarding the cancellation of a paper, the decision regarding whether the student needs to retake the exam in a subsequent semester (such as summer semester) or alongside the regular semester will be determined by the Unfair Means Cases Committee. This committee evaluates cases of misconduct and decides on appropriate actions and resolutions.

Any one or combination of the following;

- "F" grade in a Subject
- Down gradation of grades in other subjects
- Fine from Rs. 5000/- to Rs. 30,000/-
- Letter of warning and / or fine
- Fine up to Rs. 3000/- for each, if all/many students involved
- Warn verbally
- Termination / Expulsion

### **5.3 Appeal against the decision of the Unfair Means Cases Committee**

If a student is not satisfied by the decision of the Unfair Means Cases Committee, s/he can submit his/her appeal within a week after the decision of the Committee to the Vice Chancellor. The decision of the Vice Chancellor will be final.

#### **Note:**

- a) All instances of academic misconduct should be promptly reported to the Unfair Means Cases Committee (UMC) either during or immediately after the examination.
- b) All penalties, except for expulsion, will involve the issuance of a formal "WRITTEN WARNING."
- c) Students who are penalized for engaging in Unfair Means or any form of disciplinary violation will lose eligibility for merit scholarships in the subsequent semester.
- d) In cases of repeated penalties due to Unfair Means or disciplinary infractions, students will become ineligible for need-based scholarships, fee concessions, or any form of grants in subsequent semesters.

### **6. Standard Operating Procedures (SOPs) for Examinations**

1. All respected teachers are directed to follow paper format recommended by University.
2. Invigilators and Students should be punctual.
3. Students should reach the examination center 30 minutes before commencement of exam.

4. Bag, Cell Phone are not allowed in Exam Room.
5. Students will be sitting according to the Seating Plan.
6. There should be reasonable space among students.
7. Students should not have cell phones, any digital helping material or any written material in the examination room.
8. Students must write their Roll No. and Name on Question paper.
9. No additional answer sheet will be provided to any student.
10. A student creating disturbance or misbehaving with invigilator will be expelled and disqualified under rules.
11. If a student is found to have cheating material, will be expelled under rules.
12. A student is not permitted to leave the examination hall before HALF the given time.
13. No invigilator is allowed to exchange his/her duty. In the case, of any emergency inform to Incharge/Chairperson and Internal Controller Examination of Department.
14. An examiner is responsible for ensuring that exams are conducting in an appropriate manner within the given time frame.
15. Invigilators are supposed not to use mobile phones or involve themselves any other activity during invigilation.
16. Signature on the Identification Sheet is must by concerned invigilator after Attendance of Students on Identification Sheet.
17. Invigilator should make sure that all the students are sitting according to their roll no.
18. Monitoring students to ensure that there is no malpractice during exam.
19. Invigilator should bound to sign the answer books within 10 minutes after starting paper.
20. Students must make sure whether their sheets are signed or not by concerned invigilator.
21. Answer sheet must not be out of the examination hall/room.
22. The answer book must be handed over to the concern staff even if no question has been attempted.
23. Examination unfair means cases shall be reported to the in charge \chairperson who may refer the case to the departmental examination committee or university discipline committee, as the case maybe, for necessary action under the rules.
24. This is responsibility of internal control examination of each department to inform their students and departmental teachers about SOPs.
25. An internal team will visit department during examinations in order to check the implementation of SOPs.
26. There must be Displayed of Date Sheet, Seating Plan, SOPs and Duty Plan.

27. A question paper will be return by the students in the answer sheet while submitting the answer sheet after attempting the examination.
28. Invigilator verifying that candidates have accurately completed all required information on their answer sheets.
29. No additional time shall be given to Participant arriving late.
30. Participant who has short attendance in any of the course(s) shall not be allowed to sit in the examination room.
31. Participant must display UMW ID Card.
32. No rough work is to be done on any extra paper or on question paper.
33. Rough work is to be done at the end pages of Answer sheet.
34. Participant must mark his/her attendance on the attendance sheet during the examinations.
35. In case, his/her name is not listed, they need to report to an invigilator immediately.
36. Participant cannot leave the examination room without prior permission of the invigilator.
37. In case of open book/open notes exams, participant must follow instructions given on the front page by the resource person and should not indulge themselves in conversation with one another.
38. Participant is not allowed to leave his/her seat during the exam without getting permission from the invigilator.

### **6.1 Permission of Writer for Special Students**

A visually impaired student has the opportunity to participate in the Mid/Final Examinations of the University using alternative methods of facilitation. Here's a breakdown:

#### **1) Visually Impaired Student**

Refers to a student who has a visual impairment, meaning they have difficulty or are unable to see or perceive visual information like people with normal sight. This impairment could be partial or complete blindness.

#### **2) Alternative Means of Facilitation**

The university acknowledges the challenges faced by visually impaired students in taking traditional written exams. To provide equal opportunities, the university offers different ways for these students to participate effectively.

The mentioned alternatives are:

##### **a) Braille**

A system of raised dots that can be read by touch, used by people who are blind or visually impaired to read and write.

**b) Computer**

A visually impaired students might be allowed to take exams using specialized software and hardware that assist them in reading and typing their answers.

**c) Any Other Means of Facilitation**

The university is willing to consider and accommodate other methods that might facilitate the student's ability to take the exams.

- 6.1.1 A student who is physically handicapped or visually impaired may request certain accommodations for tests and examinations. Here's a process:

**Physically Handicapped/Visually Impaired Student**

Refers to a student who has a physical disability that affects their ability to perform certain tasks or a visual impairment that affects their sight.

**a) Application to the Chairperson**

If a student falls into the categories mentioned above, the student have the option to apply for accommodations. Specifically, student can request permission by Application to the Chairperson of the respective department to engage a "writer" during their tests and examinations.

**b) Medical Certificate as Proof**

Along with his/her application, the student needs to provide a medical certificate that serves as evidence of his/her disability.

**c) Timeline for Application**

The student needs to submit his/her application, along with the medical certificate, to the Chairperson of their respective department at least two weeks before the scheduled start of the tests or examinations.

**6.1.2 Engaging a Writer**

If the application is approved, the student will be allowed to have a writer assist them during their tests and exams. The writer's role is to write down the answers dictated by the student.

**6.1.3 Extra Time Allotment**

Additionally, the student with a disability will be granted extra time to complete the test or examination. Specifically, they will have a maximum of 48 minutes of additional time beyond the standard allotted time for the exam. This is to account for any extra time needed due to the student's disability. (i.e. extra 6 minutes will be allowed against every 15 minutes)

- 6.1.4 A requirement for the qualifications of a person who serves as a "writer" for a handicapped student during exams. Here's a breakdown:

• **Qualification Requirement**

The qualification level should be "at least one step lower" than that of the student they are

assisting.

**For Example:**

For instance, if the handicapped student is at "level 6", then the writer's qualification should be no more advanced than "level 5".

**6.2 Rechecking of Examination Script**

1. The answer book of a candidate shall not be re-assessed under any circumstances.
2. Whereas the re-checking does not mean re-assessment/re-evaluation/re-marking of the answer book. The Controller of Examination can arrange for re-checking of examination script by any faculty member from the relevant discipline on the complaint/request of students. The Controller of Examination or any officer or re-checking committee appointed shall see that:
  - i. There is no computational mistake in the grand total on the title page of the answer book.
  - ii. The total of various parts of a question has been correctly made at the end of each question.
  - iii. All totals have been correctly brought forward on the title page of the answer book.
  - iv. No portion of any answer has been left un-marked.
  - v. Total marks in the answer book tally with the marks sheet.
  - vi. The hand-writing of the candidate tally in the questions/answer book.
3. The candidate or anybody on his behalf has no right to see or examine the answer books for any purpose.
4. The marks of a candidate could even decrease in light of 2. (iii) above. In the event of reduction of marks the record shall be corrected accordingly and revised transcript will be issued.
5. The rechecking of examination script application can be submitted within 5 working days after the result declaration.

**6.3 Damaged/Lost Answer Script**

1. In an exceptional case where an answer script is damaged, lost or destroyed due to unavoidable circumstances, then the student may be given the following options:
  - i. Average marks shall be awarded to the student in that subject/course.
  - ii. In case of Final Examination, if the candidate so desires, s/he shall be given another chance as a special case to take the Examination in that subject/course in the next examination and no examination fee shall be charged from the student.
  - iii. In case of Internal Assessment, if the candidate so desires, s/he shall be given another chance as a special case to take the Make-up Assessment in that subject/course in the same academic session.



#### **6.4 Standard Operating Procedures (SOPs) for Internal Controller of Examinations (ICEs)**

1. The Internal Controller of Examinations of the Concern Departments will announce the examination date sheet including Practical/lab, etc, at least 3 days before the start of the exams. The exams will take place in the weeks specified in the Academic Calendar for the respective course or degree. Nonetheless, the Controller of Examinations can modify the exam date sheet if required, after consulting the Vice Chancellor.
2. The ICE must submit a written report about such incidents to Department Concern.
3. All exams, except for thesis defenses, must be conducted and overseen by designated invigilator(s).
4. The Internal Controller of Examinations of the Concern Department or the Head of Department Invigilator will always be present.
5. The Internal Controller of Examinations will determine the examination venues at least 1 Week before the exam date.
6. Completion of the seating arrangement is obligatory one day prior to the exam's commencement.
7. Seating plan should be marked with candidates' roll numbers, and candidates must consult the posted seating plan list outside each examination venue.
8. The Internal Controller of Examinations will manage the seating arrangement for each exam.
9. Conducting examinations fairly in a calm and noise-free setting, preventing candidates from resorting to any unfair means.
10. Ensuring that only legitimate, authorized candidates participate in the examination, and preventing any impersonation.
11. Safeguarding question papers, blank answer sheets, and stationery.
12. Ensuring candidates sign the attendance sheet.
13. Adding the signature on the candidate's attendance sheets.
14. Collecting and properly organizing all answer sheets, securely packing them, and deliver to the concern Teacher for checking the papers, along with necessary documentation like answer sheets etc.
15. Dispensing detailed instructions to Invigilation Staff and Candidates prior to the examination's commencement.
16. These instructions are provided as Annexure I and II.
17. A copy of 'Instructions to Invigilation Staff' is to be distributed to each invigilator before all examinations commence, enabling them to review and adhere to the guidelines.
18. Following a thorough reading of the 'Instructions to Candidates,' each candidate appearing for the examination for the first time must sign a copy, which will be stored in the Internal Controller of Examinations' records and remain valid for all subsequent exams.
19. Additionally, the Internal Controller of Examinations is responsible for verbally reading these instructions to the candidates at each examination center before the start of the first paper in all exams.
20. Deny entry to candidates who arrive at the examination center more than half time late or beyond the stipulated time frame permitted by the instructions issued by the ICE.
21. Conduct or delegate another invigilator to perform a body search if there is suspicion that a candidate is concealing cheating materials on their person, attire, shoes, or headgear. For female candidates, the ICE should authorize a female invigilator or another available woman to conduct the search in the ICE's presence.
22. Confiscate the answer booklet from a candidate who becomes aggressive, shouts, or uses abusive language.
23. Weapons and knives etc, are not allowed.
24. ICE can exchange the duty of Invigilator(s) during examination.
25. It is responsibility of the ICE for the availability of water in the examination rooms/hall(s).
26. All the forwarded documentations / Records from ICE will be by concern departmental diary number, without diary number documentations / Records have no worth.
27. It is the responsibility of ICEs (as they are the body part of Examination Cell) for the smooth conduct of Examinations at Departmental Level by all means and try to solve all departments issue related to examination at departmental level with HoD.
28. Marks will be verified by ICEs on Answer Sheets, Award lists submitted by Teachers and Displayed Results or submitting results by ICEs.
29. The schedule of each examination shall be notified/displayed on the Notice Board well in time.
30. The duration of examinations shall be as under:
  - Mid Term Examination: One to Two Hours
  - Final Term Examination: Two to Three Hours
31. Examination should be held on consecutive days excluding holidays which means that no gap shall be allowed in the papers.
32. Question paper for midterm and final term examinations shall be set by the respective Teacher. However, Incharge/Chairperson shall ensure the quality and standard of the question paper set by the teacher through examination committee.
33. The pass marks in each course shall be 50%. A student who fails to pass a course shall be awarded grade 'F' (Fail).

34. The overall passing subjects in a semester is 50%, i.e. three out of five, three out of six, four out of seven subjects.
35. The scripts of each examination shall be shown to the students well in time by the teacher to review their grades awarded. The Department concerned shall keep such record for one semester, and also all the CANCELLED paper's Answer Sheet(s), Damaged Sheet(s) Department concerned shall keep such record for one semester.
36. Sessional marks awarded on the basis of assignment, test, quiz etc. shall be displayed/shown to the students in a last week before the final term examination.
37. In case a student is not satisfied with his/her award even after checking his/her answer book, or clarification from the teacher, (s)he may make written application to the Incharge/Chairperson of the Department for decision by the Departmental Examination Committee.

#### **6.5 Examination Disciplinary Committee / Departmental Examination Committee**

1. Should a student be found in possession of books, notes, mobile phones, papers, or any materials (whether relevant or irrelevant) during an examination, or if they are discovered engaging in unfair practices, his/her Answer Book and any cheating materials will be promptly confiscated. A written report detailing the incident should be submitted on the designated form to the Examination Department for further action.
2. The Examination Department will immediately refer the case to the "UMC" (Unfair Means Cases Committee) for evaluation, a hearing, and the determination of appropriate consequences. The committee holds the authority to issue warnings, suspensions, expulsions, or fines to the student, depending on the severity of the situation.
3. The UMC will notify the suspected student regarding an upcoming meeting for the following proceedings.
  - i. Evaluation of the case.
  - ii. Conducting a trial for the suspected student.
  - iii. Formulating recommendations for punishment based on their findings.
  - iv. Penalties:
    - (1) Warning: The student will be placed under observation for a period of 3 to 6 months.
    - (2) Grade Penalty: The student will receive an 'F' grade in the respective course.
    - (4) Fine: A fine may be imposed on the student, ranging from Rs. 5,000/- to Rs. 30,000/-.
    - (5) Suspension: The student's enrollment will be suspended for a semester or session.
    - (6) Expulsion: The student will be dismissed from the University.

#### **6.6 Marking of Papers/Marking Schemes**

1. Examiners are required to record marks against each question according to the marking scheme.
2. Marks are recorded as "mark achieved/max mark" for each question.
3. The total marks/max marks for each question are transferred to the front page of the Script book. (Title page of script book)
4. Examiners transfer the marks on the Award List provided by the ICE.
5. Marks are assigned on the paper for each main part of a question, indicated (a), (b), (c), and for the question as a whole, in correlation with the marking scheme.
6. In Descriptive Answers, marks are allocated among the main points of the answer. The emphasis must be on the content of the answer.

#### **7. Return of Marked Papers**

Examiners must return marked scripts with the award list to the ICE by the due date.

#### **7.1 Midterm Examination Makeup Policy**

1. Participation in midterm examinations is expected unless under extraordinary circumstances beyond the control of the participant. Severe illness affecting the participant or a death in the immediate family qualifies as valid grounds for rescheduling a makeup for midterm exams.
2. To request rescheduling of a makeup exam, participants or their representatives must complete the makeup exam petition form and submit it to the batch advisor, along with any required documents, within three working days of missing the exams.
3. The batch advisor will then forward the case to the ICE for review.
4. The makeup exam will be conducted within a maximum of two weeks from the originally scheduled exam date.
5. The ICE will coordinate this in consultation with the respective instructor(s).
6. Private arrangements between participants and instructors for a makeup examination are not permissible.
7. Participants missing a scheduled makeup exam will not be granted a subsequent opportunity.
8. Participants engaged in extracurricular activities organized by societies or other institutions should obtain prior approval from the Instructor/HoD/ICE/Dean if they need to be absent during a quiz or exam. This policy does not apply to final-term exams.
9. Penalties for violation of examination rules during sessional evaluation are given below:
  - Financial Penalty ranges from Rs. 1,000 – 15,000; and / or
  - Zero in the instrument (quiz / assignment, etc); and / or
  - Deduction of marks from the sessional ranges from 5 to 10; and / or

- Warning letter; and / or
- “F” grade in the course

The Office of Controller Examinations also deals with Unfair Means Cases reported by the Resource Person or Invigilators during Mid-Term, as well as Final-Term Examinations.

## 7.2 Preparation and submission of Question Papers

1. In Semester systems, Subject teacher is responsible for creating question paper for class tests and evaluating answer books.
2. The Internal Controller of Examinations should receive the Question Paper at least 3 days before starting of the exams. Both Soft-forms and hard-forms must be provided.

## 7.3 Paper Template

Each Examination Paper must encompass the following elements:

1. Instructions for candidates to include
  - i. The total number of questions to be attempted, including section requirements if the paper comprises multiple sections.
  - ii. Guidance on the usage of calculators.
2. Specific instructions related to the Multiple Choice Questions (MCQs) paper:
  - i. Every multiple-choice question is followed by up to three, four, or five options. Select the most suitable option.
  - ii. Carefully read the provided information (STATEMENT(S)) and mark the correct answer.
  - iii. Any response with multiple selections or an unmarked circle will not be considered for grading.
  - iv. Please make an attempt at all questions.
3. Specific instructions related to the Short Answer Questions (SAQs) paper:
  - i. Indication of the number of mandatory questions.
  - ii. Write your answers in a concise and legible handwriting.
  - iii. Enhance your answers with diagrams, figures, tables, etc.
4. Paper Structure:
  - i. Each question should be consecutively numbered.
  - ii. Number each page as "Page 1 of N," "Page 2 of N," and so forth.
  - iii. Font: Times New Roman; Size 12; Line spacing: 1.5
  - iv. Utilize letters (a), (b), (c) to designate distinct parts of a question.
  - v. Employ (i), (ii), (iii) for subdivisions within a specific question part.
  - vi. Utilize (A), (B), (C), (D), (E) for designating options in Multiple Choice Questions.
  - vii. Maintain consistent numbering or labeling for all diagrams and tables throughout the paper, such as "Table 1, Table 2..." and "Figure 1, Figure 2..."

- viii. Specify the Total Maximum Marks.
- ix. Display attainable marks for each part and for every question.

5. Paper Terminology and Language:
  - i. The language used in the question must be comprehensive and unambiguous.
  - ii. Ensure that the question sufficiently reflects what you require from a candidate to provide.
  - iii. Question paper as whole should cover the maximum contents of the course taught for a subject.
6. Objective and Subjective Question Papers will be prepared separately for examination.

## 7.4 Security of Question Papers

Stringent security measures are imperative concerning Examination Question Papers. Both draft and final papers must be maintained in a highly secure environment at all times. The following security precautions can be implemented in this context:

1. Question Papers should exclusively be prepared on a standalone PC that remains unconnected to any network or the internet.
2. Store Question Papers on a detachable disk (DVD), refraining from saving them on the computer's hard disk or network drive.
3. Draft papers must never be left on desks or displayed in open files on computers, regardless of the situation.

## 7.5 Printing of Question Papers

1. Question papers will be printed in the Examination Cell.
2. The chosen paper size should be A4 or as per the specific demand.
3. Printing should encompass both sides of the paper.
4. Sufficient copies of each question paper should be made to provide copies for the candidates, for examiners' use and for record purposes.
5. Question paper for each examination must be finalized at least Three (03) days before the scheduled examination.
6. The papers must be securely stored within sealed envelopes, safeguarded under lock and key.
7. Examination Cell will photocopy the question papers in the presence of the relevant subject teacher. During question papers photocopy process no officials are allowed to visit to Examination Cell.

### **7.6 Delivery of Examination Question Papers**

1. Question papers must be delivered in sealed envelope with complete rubric pasted to the outside of the envelope showing the title of the exam, date, time, etc.
2. It is the responsibility of the ICE to make sure that all the seals are intact and have not been tampered with.
3. There must be enough papers for the maximum possible number of candidates with a couple of extra copies.
4. Any delay in the delivery of papers to the venue must be reported immediately to the concerned.
5. Each envelope of question paper must be accompanied by the Addressed envelope(s) large enough for the return of completed script books, exam attendance sheets and extra question papers.

### **7.7 Collection of Examination Scripts**

1. The script books and any other examination materials must be collected from the invigilators at the conclusion of the examination.
2. It is the responsibility of the Invigilator to count all the script books and keep them in order according to the attendance sheet before leaving the Examination Hall/Room/Center.
3. The ICE's staff will count all scripts to make sure that all the question papers, answer sheets, attendance lists, etc, are returned.

### **7.8 Examinations' Results Submission, and Declaration**

1. Examiners are required to submit examination results to the ICE within the designated timeframe specified by the ICE.
2. If deemed necessary, the results will be disseminated using suitable channels and will also be published on the university's official website.

### **8. Criteria for Additional Course Enrollment**

1. An undergraduate program of instruction generally includes a 15-18 credit hours course load in a regular semester.
2. The required course load for a full time undergraduate is minimum of 15 credit hours per semester.
3. If a student intends to enroll in an additional course(s) that exceeds 18 credit hours, the University may grant permission under the following two circumstances:
  - i. If the student's Cumulative Grade Point Average (CGPA) is above 3.5.

- ii. If the student requires the course to ensure they can graduate within the intended timeframe.

### **9. Course(s) Registration Withdrawal of Course(s) & Grade Improvement**

1. Upon admission, each student will be assigned an academic advisor by the University. Collaboratively, the student and his/her advisor will devise a versatile and all-encompassing study plan, tailored to be executed throughout each semester. The advising file will be regularly updated, containing transcripts and the accumulated Grade Point Average (GPA) from previous semesters.
2. Students are required to choose the courses they wish to enroll in, prior to the start of a semester with the advice of an advisor. For this purpose the university will publish a schedule for enrollment of students. The students may make any change (add/drop) in the courses they are taking within second week of the semester and record the changes in Advisor file and office of the registrar. No drop and add will be allowed after the third week of the semester.
3. A student who wishes to add or drop a course, or change a section of a course after registration must complete the relevant procedure as prescribed by the incharge/chairperson.

#### **9.1 Withdrawal of Course(s)**

1. A student may withdraw a maximum of 50% of the courses offered (NOT more than 50%) i.e.; two out of five or three out of six or three out of seven courses.
2. Students may be allowed to withdraw from a course during 4-6 week of the semester. In such a case the transcript shall record that the student enrolled in the course and withdrew. Consequently, grade W will be awarded to the student which shall have no impact on the calculation of the CGPA of the student.
3. A student withdrawing after the 6<sup>th</sup> week shall be automatically awarded "F" grade which shall count in the GPA and stay on the transcript.
4. A student cannot improve the "W" subject in the summer semester.
5. The student shall enroll the course(s) with grade "W", with the permission of the Incharge/Chairperson of the Department in the semester in which the course(s) is being offered, *by paying the prescribed enrollment fee*. Such course(s) shall be marked under asterisk (\*) in the semester/official transcript. In such case, both the initial and subsequent grade will be documented; however, only the higher grade will be utilized in computing the CGPA.
6. The teacher won't give any sessional marks for the "W" course(s) and also for improvement course(s) without classes (i.e. directly exams).

## 9.2 Grade Improvement

1. A student may repeat the course(s) during the course of study to improve the grades, if (s)he secures a grade “D” or “F” or Marks less than 55, (s)he will register the course in Summer semester. Such course(s) shall be marked under asterisk (\*) in the semester/official transcript. In such case, both the initial and subsequent grade will be documented; however, only the higher grade will be utilized in computing the CGPA.
2. A student who has obtained the final transcript issued by the Controller of Examinations shall not be allowed to improve his/her grades.
3. In case of improvement, the better grades shall be reflected on the semester/official transcript. However, such students shall not be considered eligible for a position/scholarship in the relevant examination.

## 10. Attendance and Participation Guidelines

1. A student having less than 75% attendance in lectures and practical (if applicable) separately shall not be allowed to take the final term examination of the course. The Department shall notify the list of such students at least one day before the examination week.
2. The Incharge/Chairperson of the Department may condone, for valid reasons, deficiency up to five percent of the total number of lectures. The Dean of the Faculty on the recommendations of the Incharge/Chairperson of the Department, may on special grounds, condone up to another five percent of the total number of lectures.
3. If a student who has missed three consecutive lectures without any reason in a course, a verbal/written warning from the course teacher may be given to the student.
4. If a student who is found habitual of missing lectures in a course, he/she shall not be allowed to sit in the class without the approval of the Incharge/Chairperson.
5. If a student makes him/herself absent from the Department for ten consecutive working days, his/her name shall be struck off from the rolls of the Department. Such student shall not be readmitted without the approval of the Incharge/Chairperson. The student shall have to pay the prescribed re-admission fee/dues under intimation to the Treasurer and the Incharge/Chairperson.
6. The Struck off list will be submitted to the Examination Cell before the starting of the final examination.
7. At the end of each semester, the teacher concerned shall submit the statement showing the total number of lectures delivered and practical (if applicable) conducted, by him/her together to the Incharge/Chairperson of the Department with the total number of lectures and practical (if applicable) attended by each student.

8. The absence as a result of late admission or change of course(s) shall also be counted for dropping from the course(s).
9. For a student participating and representing the University in sports/co-curricular activities of national or international level events, as verified by the Director of sports/co-curricular, the days actually spent by the student in such events shall be counted as present towards the attendance requirement.
10. If a student is required to participate in sports/co-curricular activities representing the University, on the date/dates of examination, arrangement will be made by the Department for holding Special Examination for him/her as soon as his/her sports/co-curricular activities are ended.
11. If a student fails to attend any lecture during the first four weeks after the commencement of the semester as per announced schedule, his/her admission shall stand cancelled automatically without any notification.

## 11. Result Submission

1. After holding the final term examination, each teacher shall prepare three copies of the results of the Sessional, Mid Term and Final Term examinations (and practical marks for practical subject) on award list provided by the internal controller examinations, and will submit a copy of the award list with his/her sign to ICE, a copy to Incharge and one copy will be for the teacher record.
2. Teacher shall submit a copy of the award list duly approved by the Incharge/ Chairperson along with the scripts within seven days of the respective examination to the In- charge Examinations of the Department.
3. The In-charge Examinations shall prepare the final consolidated result and submit it before the Departmental Examination Committee for consideration and approval. After deciding the appeals/written complaints/incomplete results, if any, the Departmental Examination Committee shall approve the result for notification by the Incharge/Chairperson of the Department concerned within ten days of closing of final term examination. The result should show student's ID, name, father's name, marks obtained, grade points, letter grade and GPA/CGPA.
4. A copy of the approved/notified result shall be submitted to the Dean concerned, treasurer Office, Admission Office, and the Incharge/Chairperson of the Department.
5. A copy of the approved/notified result shall be submitted to the Controller of Examinations with All Award lists.

6. In case a student did not appear in the mid and final examinations due to discontinuation of the semester, his/her GPA/CGPA should not be calculated.
7. Semester transcripts shall be issued by the Department concerned to the students on request by depositing the prescribed fee for this purpose. The semester transcript shall bear the signatures of Incharge/Chairperson of the Department and In-charge Examinations. The Final/Official transcript shall be issued by the Controller of Examinations on completion of a degree program.
8. Each Department shall forward the final results of the students on completion of a degree program subject to fulfillment of all the requirements for issuance of the degree to the Controller of Examinations for degree notification. Each student shall have to pay the prescribed degree notification fee.
9. For the degree programs where research is offered, the students are required to submit the Thesis/Project report within two months from the end of final examination of the last semester. However, this time duration may be extended with the permission of the Incharge/Chairperson of the Department.
10. The evaluation of the project shall be made by the panel of three examiners comprising the Incharge/Chairperson, external examiner (to be recommended by the Board of Studies and appointed by the Vice Chancellor) and the supervisor.

## **12. Requirement for the Award of Degree**

### **12.1 Award of Degree**

1. Degree shall be awarded to the students only who have completed all the degree requirements by passing all courses specified in scheme of studies by securing at least 2.00 CGPA.
2. If any student is not able to clear one subject even after last semester within prescribed time limit, (s)he may be given the transcript with fail course on request declaring him/her pass overall.

### **12.2 Student Grievances against Course Instructor**

#### **(Departmental Examination Committee)**

1. Each Department shall have a Departmental Examination Committee comprising three to seven members in Total, (including 02 senior faculty members) appointed by the Dean of the Faculty. The Incharge/Chairperson of the Department will be the Convener and one of the members will be In-charge Examinations as the member & Secretary of the Committee. The Committee will perform the following functions:
  - i. To decide the appeal/written complaints of the students;
  - ii. To decide the unfair means cases;

- iii. To examine and decide all the matters regarding uniformity before the declaration of result and any other related matters.
  - iv. Ensure content coverage of courses by comparing test with the course outline and work plan provided by the teacher.
  - v. The decision of the committee shall be final.
  - vi. Any matter related to the Examination.
2. Examination Unfair Means Cases shall be reported to the Incharge/Chairperson who may refer the case to the Departmental Examination Committee or University Discipline Committee, or Unfair Means Cases Committee (headed by Controller of Examinations to redress the grievances of the students about any course instructor or grades or for any other issue) as the case may be, for necessary action under the rules.
3. The disciplinary action by the Incharge/Chairperson of the Department against the student(s) for unfair means/discipline case(s) may be taken in one or more of the following forms depending upon the severity of the offence:
  - i. A written warning may be issued to the student(s) concerned and a copy of the same may be displayed on the Notice Board under intimation to his/her parents/guardians;
  - ii. A student may be fined. The fine imposed shall have to be deposited under intimation to the Treasurer;
  - iii. The paper may be cancelled.
  - iv. A student may be placed on probation for a fixed period of a semester. If during the period of probation (s)he fails to improve his/her conduct, the case shall be forwarded to the University Discipline Committee.
4. In respect of grade, a student must submit the grievance application if any, in writing to the Head of the Department within (07) seven working days of the receipt of the grade. The Head of Department shall forward the grievance application to the Committee. It will be mandatory for the Committee to hear both sides (student and the instructor) and will give its final decision within (05) five working days or before the start of registration for the new semester, whichever comes earlier. The decision of the Committee will be deemed final and will be binding on all parties.
5. A Departmental Committee headed by the Chairman/ Senior Faculty Members will be constituted to check randomly a few answer papers of the final semester examination for uniformity of scoring & covering of the course content.

### 13. Non-Credit Course(s) for Undergraduates

1. Course(s) can be taken on pass/fail basis.
2. These courses can be taken only out of elective courses, and the grade awarded toward these courses will not be considered in calculating the GPA or CGPA.
3. A maximum of 9 credit hours of courses can be taken on pass/fail basis at under graduation level.
4. To pass the non-credit course(s):
  - Minimum 75% attendance is mandatory.
  - Satisfactory report by the instructor(s).
5. During BS studies all-time 50% subject(s) of non-credit should be pass at the end of any academic year.
6. If the student fail to pass 50% subjects of all-time of non-credit at the end of any academic year, then (s)he will be on probation based of failure in non-credit subject(s).
7. In a 4 years BS program, maximum two probations are allowed based on non-credit subject(s) failure.

### 14. Freezing of Semester & Medical Certificate

1. A student may discontinue his/her studies by seeking semester freeze during the semester before the final examination on medical grounds or circumstances beyond his/her control with written permission of Incharge/Chairperson of the Department concerned subject to the condition that semester fee shall not be transferred/refunded.
2. A student may discontinue his/her studies by seeking semester freeze prior to enrollment in the second/subsequent semester on medical grounds or circumstances beyond his/her control with written permission of Incharge/Chairperson of the Department concerned subject to fulfillment of condition that the student has passed the final examination of the previous semester with minimum prescribed GPA/CGPA required for academic standard of the University to remain on roll. The student shall not have to pay the semester fee; if deposited, the fee will be transferred to the next semester if frozen in first week of commencement of the classes or before the commencement of a semester.
3. A student who sought discontinuation of a semester shall have to get approval from the Incharge/Chairperson to rejoin the program before the commencement of the semester to be rejoined.
4. The Incharge/Chairperson of the Department concerned will notify in both the cases; the semester freeze and rejoining the program under intimation to the Treasurer Office, Admission Office, Examination Cell.

5. During the semester freeze, bonafide status of the student shall remain suspended provided that discontinuation shall not be allowed for more than two years in any case.
6. If a student decides to pause his/her studies by freezing a semester or multiple semesters, they will be able to continue his/her academic journey from the exact stage (courses, progress) where (s)/he stopped when (s)/he chose to freeze his/her studies.
7. It's important to note that freezing cannot be done during an ongoing semester; it can only be initiated before the semester starts. This rule implies that if a student wants to freeze their studies, they need to make this decision before the semester starts.
8. The overall maximum duration of the degree program, despite freezing, will remain the same, will not be extended.
9. A student not pass any course(s) during a particular freeze semester, will enroll in course(s) in a subsequent semester. In such cases, (s)/he must fulfill the prerequisites associated with that course(s) (s)/he wish to take.
10. Additionally, not all courses might be offered in every semester.
11. In special hardship cases, the University may develop any criteria for freezing a semester with the prior permission of the Vice Chancellor. Medical certificate must be duly signed by the University Medical Officer.
12. For Bachelor's degree (BS) programs, students are not allowed to freeze the first two semesters.
13. The duration of Freezing is one year; a candidate who gets a semester freeze can get readmission next year with upcoming session but hardship cases can be considered by the competent authority only.
14. Freezing of first two semesters for BS and first semester for MS is not allowed.
15. Under special \*hardship circumstances freezing of first semester can be considered by the approval of competent authority.
  - Iddat
  - Maternity/Delivery
  - Death in the immediate family
  - Any other subject to acceptance on justified rationale

**Note:** Freezing of Semester will only be allowed after successful completion of 1<sup>st</sup> Semester as prerequisite as the case may be for other semester's predecessor to the freezing Semester.

16. Medical certificate from a registered medical practitioner duly endorsed by the University Medical Officer is acceptable for the Examination purposes in the University.

## 15. Probation

1. Students whose academic performance falls below the University's minimum standards are granted a probationary status.
2. If a student obtains a Grade Point Average (GPA) below 2.00/4.00 (i.e. (1.70 to 1.99)/4.00) for a semester but the student manages to pass all their courses or papers in that semester, the student will still be promoted to the next semester. However, this promotion comes with a condition that the student must achieve a Grade Point Average (GPA) higher than 2.00 in the upcoming semester. Additionally, during the next semester, the student will be placed on "probation".
3. Students who achieve a Grade Point Average (GPA) of 1.70 or higher are considered. However, despite having a Grade Point Average (GPA) within this range (1.70 to 1.99), if a student fails to pass one or more individual courses, there are specific consequences outlined.

### i. Probation and Conditional Promotion

If a student's Grade Point Average (GPA) is 1.70 or above (1.70 to 1.99) but the student fail in one or more papers, the student will be placed on "probation". Despite this, the student will still be promoted to the next semester.

### ii. Summer Semester Registration

However, the promotion comes with a condition that the student must register for the upcoming summer semester. This means that during the summer break, these students will need to enroll in additional courses to retake and pass the papers they failed in. The purpose of this summer semester is to provide them with an opportunity to improve their grades and rectify their academic shortcomings.

- ### iii. If the students whose academic performance goes below the prescribed University threshold (2.00 Grade Point Average (GPA)), it means

#### • GPA Criterion

The student obtains a Grade Point Average (GPA) lower than 2.00 for two consecutive semesters, it means that their academic performance has consistently fallen short of the university's standards.

#### • Failing in Papers

Additionally, the student fails to pass one or more individual courses even after attending a summer semester in an Academic Year (including Fall and Spring, followed by a summer semester (if applicable)) to improve their grades, it shows a continued struggle to meet the required academic performance.

#### • Dropping from University Rolls

In such cases, the student will be dropped from the university's official rolls. Essentially, the student will no longer be considered an active student of the university.

#### • Re-admission Option & Conditions

However, despite being dropped from the university rolls, the affected student still has the opportunity to seek re-admission.

#### • Re-admission, if pursued, is subject to certain conditions

Re-admission is only allowed once during the student's entire degree program.

- The student must pay the full admission fee again.
- The student will be considered as an "external candidate", that means that student have different privileges or conditions compared to regular students of that Class/Session.

4. Despite attending the Summer Semester, if a student remains on probation for two consecutive semesters then the student can take Re-Admission in that particular Academic Year Once Only.

#### 5. Maximum Two Academic Probations

A students is allowed to be on academic probation a maximum of two times during their entire four-year Bachelor's degree program.

#### • First Four Semesters Limit

Both the academic probation cannot be granted or utilized during the first four semesters of the four-year program.

i.e. One probation is allowed in 5<sup>th</sup> level and one probation is allowed in 6<sup>th</sup> level of study.

#### • Probation for the Second Time

If a student is placed on probation for the second time, even after attending a summer semester during the first four semesters will be removed from the official enrollment or "rolls" of the university.

#### 6. An Academic Year Performance

At the end of each an Academic Year (including Fall and Spring, followed by a summer semester (if applicable)), an *Academic Year Performance (Promotion Status or Probation Status or Dropped-Out Status)*, yearly basis (based on GPAs of Fall and Spring Semesters individually) will be check.

#### 7. Extension Due to Valid Reason/Excuse

If a student has a legitimate and acceptable reason or excuse, the student have the possibility to extend their period of study. This extension allows the student to continue their studies for two additional years, which is equivalent to four semesters.

- If a student cannot complete their studies within Stated Periods / Predefined periods, including any granted extension, the student will be "struck off" from the official enrollment



of the university. Then the Student will no longer be considered actively enrolled at the university.

#### **8. Additional One-Year Extension Requirements**

Students who have a valid reason to extend his/her study duration for an additional year are required to fulfill certain conditions:

- The student is obligated to pay for both the new registration fee and the standard fee, for the specific academic year.

#### **16. Promotion to Next Semester**

1. A student with Grade Point Average (GPA) of 2.00 and above in the semester shall be promoted to the next semester with “promoted” status.
2. A student with Grade Point Average (GPA) less than 1.70 in any semester shall be dropped from the semester.
3. There shall be no limit of attempts to pass any course. However, a student will have to complete the degree in due course of time period as provided in Semester/Examination Regulations.
4. A student, who has not been required to repeat any course(s), obtains CGPA of less than 2.00 at the end of the last semester may be allowed to repeat course(s) in which (s)he has obtained the lowest grades, in order to improve the CGPA so as to obtain the minimum of CGPA 2.00, failing which (s)he shall be dropped from the program as well as from the Department rolls.
5. A student who has been declared to be dropped in any semester due to Grade Point Average (GPA) or failed courses may be readmitted (once) to the relevant semester with the following conditions:
  - The student has to pay prescribed re-admission fee in addition to regular semester fee under intimation to the Treasurer, Admission Office, Examination Cell, Dean and the Incharge/Chairperson.
  - Permission to re-admission shall be obtained from the Incharge/Chairperson. However, (s)he can repeat the improvement/failed courses of previous semesters.

#### **17. Assessment in various components of a course**

- Practicals: Practical assessments or hands-on activities.
- Projects: Any project-based work.
- Thesis (if applicable): For programs that involve a thesis, the research work.
- Assignments: Regular coursework assignments.
- Test: Quizzes or assessments.
- Theory Paper: The theoretical aspect of the course.

This requirement ensures that students have a balanced understanding and performance across different components of their academic journey.

#### **18. Award of Degrees, Medals and Merit Certificates, etc.**

1. Graduates who could not attend the convocation shall personally receive their degrees from the offices of the Heads of respective departments.
2. For graduates who couldn't attend the convocation, the collection of medals, merit certificates, etc. will be done personally at the office of the Controller of Examinations.
3. The format and design of provisional transcripts, medals and merit certificates are to be approved by the Vice Chancellor.

#### **18.1 Preparation and Issuance of Provisional Transcripts/Result Card**

1. Provisional Transcripts/Result Card will issued after fifteen days of the declarations of result by ICE.
2. Provisional Transcripts/ Result Card will issued after the submission of the copy of fee challan to ICE, and ICE will keep these record of copy of fee challans.

#### **18.2 Awards: Scholarship/Position**

1. Scholarship/Position to the students shall be awarded on the basis of academic performance in a semester and shall be determined on the basis of semester GPA. In case of tie between two or more students having equal GPA, their marks obtained in the semester shall be taken into account. If their marks obtained are also equal, the older in age will be awarded the scholarship than the younger one.
2. Award of position on completion of the degree program shall be determined on the basis of CGPA. In case of tie between two or more students having equal CGPA, their overall percentage of marks obtained in all the semesters shall be considered. A student with higher percentage shall be awarded the first position and so on. However, if their overall percentage of marks is also equal, they shall be considered on the same position.
3. Students who successfully pass both their internal as well as external examinations or term papers during the Semester System, on their first attempt, will receive awards such as
  - Medals
  - Prizes
  - Rolls of honor
  - Positions
  - and More

**18.3** In the Semester System, students will receive Letter Grades based on their

- Grade Points (GP)
- Grade Point Average (GPA)
- Cumulative Grade Point Average (CGPA)

1. In academic fields where the total number of students is fewer than 5, the practice of awarding positions in the semester system will not be carried out.
2. Candidates who succeed in their exams during their second attempt will not receive any medals or roll of honor.
3. The result of the candidate is not declared within the prescribed time of the degree, then no medal will be awarded.
4. In the case of improving Cumulative Grade Point Average (CGPA), the student will not be eligible to receive a Medal or Roll of Honor.
5. The students having distinction in extracurricular activities will also be awarded with honorary medals or shields.
6. Students who demonstrate outstanding performance in extracurricular activities will also be granted honorary medals or shields.
7. The Chancellors Medal and President's Gold Medal would be awarded on the basis of CGPA after fulfilling the above mentioned conditions and if CGPA of two or more than two students remains same then the topper (First position) would be decided on the basis of weighted percentage for BS program.

#### **18.4 Honor Board and Recognition of Academic Excellence**

1. The names of students who achieve a CGPA of 3.8 or higher at the end of each academic year will be exhibited on the Honor Board for a duration of one year.
2. Students who maintain a CGPA of 3.8 or above will retain their position on the honor list.

#### **18.5 Merit Certificate & award of Gold Medals**

1. The Controller of Examinations will issue a Merit Certificate to a student who secures the first position in a program based on the overall results, provided that the student attains **90%** or more weighted percentage marks in the aggregate, does not have any failed or repeated courses, and completes the program within the standard duration.
2. The President's Gold Medal will be granted to students who achieve the first position within the faculties of SCIENCES, and SOCIAL SCIENCES & HUMANITIES. The Controller of Examinations will also grant Merit Certificates to such accomplished students.
3. No award/Position would be awarded to MS/MPhil and PhD.

### **19. University Semester Committee**

There shall be a University Semester Committee to be constituted by the Vice Chancellor. The Committee shall perform the following functions

1. Provide consultation to the Department converting to semester system from the annual system.
2. Provide support in the implementation of semester system by arranging short courses for the faculty on its various aspects.
3. Monitor and report on the implementation of Semester Regulations and address various issues arising thereof.
4. Recommend necessary amendments in the Semester Regulations, if needed.
5. Vice Chancellor can extend the degree time period on the recommendations of Semester Committee.
6. Deal with the individual student hardship cases studying under the semester and term system of affiliated colleges.

#### **7 Procedure**

- i. University Students shall submit the application in the office of respective Incharge/Chairperson; whereas, the students studying under term system (affiliated colleges) shall submit application in office of Principal of college and Principal shall forward the application to the concerned Incharge/Chairperson of teaching department of the University. The application shall be submitted along with processing fee in prescribed University account.
- ii. Incharge/Chairperson of teaching department shall forward the application to the Chairman Semester Committee with clear recommendation about acceptance/rejection of student's hardship.
- iii. The Semester Committee after reviewing the cases shall submit the recommendations to the Vice Chancellor for necessary approval.

## 20. Evaluation and Grading Guidelines for Courses

### 20.1. Evaluation

The course teacher will be responsible for students' evaluation and grading as per the following weightage:

Course without Practical	Weightage
Quizzes	10%
Mid Semester Examinations	30%
Sessional Examination (Assignments/Presentations etc)	20%
Final Examination	40%

Course with Practical	Weightage
Quizzes	5%
Mid Semester Examinations	20%
Practical	25%
Sessional Examination (Assignments/Presentations, etc)	10%
Final Examination	40%

1. Sessional: Test(s)/quiz(s)/assignment(s)/presentation(s) (individual/group), group discussion/ seminar(s)/ class participation/attendance/term paper, etc.
2. Practical: Submission of projects/assignments/lab reports etc.
3. The course teacher will decide the marks distribution according to the nature of the course, and will carry varying degrees of importance, contributing to the overall percentage-based evaluation.
4. Mid-term Examination from the syllabus prescribed for the midterm will normally be conducted after first six weeks (i.e. 7<sup>th</sup> or 8<sup>th</sup> Week) of teaching during a semester.
5. Final Examination covering the full syllabus with at least 25% of the course of mid term shall be held at the end of each semester.

**Note:**

- Courses involving project/practical/field work may deviate from the above given marks distribution to accommodate the marks of the project/practical/field work. However, prior approval from the Incharge/Chairperson.
- Summer semester Record will also maintained by the instructor (in either cases coaching or classes).

6. At the start of a semester, the instructor for each course is responsible for distributing a document known as a “Course BreakUp” to the students. This Course BreakUp contains essential information that outlines various aspects of the course. These include:

- **Attendance Policy**

This specifies the expectations regarding students' attendance in the course, detailing how regular attendance contributes to successful completion.

- **Grade Distribution Policy**

The Course BreakUp explains how the final grade will be calculated, indicating the percentage weightage of various assessments like quizzes, tests, assignments, and exams.

- **Assessment Criteria**

The document defines the standards by which students' performance will be evaluated in different assessments, helping them understand what is expected.

- **Paper Specification**

The Course BreakUp may outline the Paper Specification, such as Paper Pattern, format, etc.

- **Examination Dates**

The Course BreakUp provides dates for midterms, finals, or any other significant exams during the semester.

- **Schedule of Material**

It presents a timeline indicating which topics will be covered when, helping students organize their study plan.

- **Take-Home Assignment Policy**

If applicable, guidelines for take-home assignments, including submission instructions and evaluation criteria, are explained.

- **Required and Recommended Reading Materials**

The Course BreakUp lists the essential readings students must engage with, along with suggested additional materials for deeper understanding.

- **Other Important Information**

Any additional details crucial for successfully completing the course, like special requirements, class policies, or resources, may be included.

By providing this comprehensive information, the Course BreakUp serves as a guide for students throughout the semester, ensuring they are aware of expectations, policies, and resources, ultimately aiding them in successfully meeting the course's requirements.

7. In a Semester System, there is no provision for Supplementary or Special Examinations. However, a grade of "incomplete" that is "I" might be assigned by the faculty in rare situations that are beyond the student's control. These exceptional cases could include circumstances like severe accidents, family tragedies, significant health issues, and similar instances. The grade of "I" (Incomplete) is assigned under the following circumstances:
- When a student is prevented from taking the final exams due to insufficient attendance (less than 75%), given that the internal assessment score is 50% or higher.
  - When a student is unable to attend the final exam due to an unavoidable reason, as determined by the Incharge Department and approved by the Vice-Chancellor. In such instances, the internal grades will remain unchanged, and the student must retake the final exam during its next offering. To benefit from this allowance, the student must submit an application within a week of missing the exam; otherwise, an "F" grade will be issued.
  - If any delay attributed to the University/Faculty results in the student's complete academic record not being entered on time, the student might be given an "I" grade temporarily for the purpose of releasing results at a later date. Once the issue is resolved, the "I" grade will be promptly replaced with the earned grade.

**Note:**

- Students receiving "I" or "F" grades due to poor attendance will need to retake the course. However, this flexibility won't apply to cases of dismissal.
- In such cases, where external factors prevent a student from completing the course requirements, the faculty might award an incomplete grade, allowing the student more time to fulfill the course obligations at a later date.

**20.2 Fractionalized Grading Policy**

- Fraction of marks obtained in a course shall be counted as one mark, e.g. 60.1 and 60.9 shall be considered as 61.

**Example:**

Examination	Weightage	Marks Obtained
Quizzes	10	5
Mid Semester Examinations	30	20.1
Sessional Examination (Assignments/Presentations etc)	20	14.3
Final Examination	40	30
<b>TOTAL</b>	<b>100</b>	<b>69.4</b>

The score shall be rounded to 70.

- GP, Total GP, GPA or CGPA values will not be rounded and will count the two decimal places.

**20.3 Grading Policy**

- The grading shall be done on a scale of 0.00 to 4.00.
- Equivalence between Letter grading and Numerical grading shall be as follows:

**Grading Table**

% Marks	Grade Point	Letter Grade	% Marks	Grade Point	Letter Grade			
85 & above	4.00	A <sup>+</sup>	64	2.70	C			
84	3.94	A	63	2.65	C			
83	3.87	A	62	2.60	C			
82	3.80	A	61	2.55	C			
81	3.74	A	60	2.50	C			
80	3.67	A	59	2.40	C <sup>-</sup>			
79	3.60	B <sup>+</sup>	58	2.30	C <sup>-</sup>			
78	3.54	B <sup>+</sup>	57	2.20	C <sup>-</sup>			
77	3.47	B <sup>+</sup>	56	2.10	C <sup>-</sup>			
76	3.40	B <sup>+</sup>	55	2.00	C <sup>-</sup>			
75	3.34	B <sup>+</sup>	54	1.90	D			
74	3.27	B	53	1.80	D			
73	3.20	B	52	1.70	D			
72	3.14	B	51	1.60	D			
71	3.07	B	50	1.50	D			
70	3.00	B	Below 50	0.00	F			
69	2.95	C <sup>+</sup>	50-100	P	Pass in non-credit course			
68	2.90	C <sup>+</sup>	-	IP	In Progress			
67	2.85	C <sup>+</sup>	-	I	Incomplete			
66	2.80	C <sup>+</sup>	-	W	Withdrawal			
65	2.75	C <sup>+</sup>	-	RL	Result late			
Letter Grade	A <sup>+</sup>	A	B <sup>+</sup>	B	C <sup>+</sup>	C	C <sup>-</sup>	D
Remarks	Excellent	Very Good	Good	Fair	Average	Satisfactory	Adequate	Pass

**Legend**

- Cr. Credit of Courses
- LG Letter Grade
- GP Grade Point
- GPA Grade Point Average
- CGPA Cumulative Grade Point Average

- In order to calculate the GPA, multiply GP with the Credit Hours of each Course to obtain total grade points of the course, add up to Cumulative Grade Points and divide by the total number of Credit Hours to get the GPA for the semester.

A:

**Example-I (Semester I)**

Course	Marks Obtained	Grade Point	Letter Grade	Credit Hours	Total GPS
C1	61	2.55	C	4	$2.55 \times 4 = 10.20$
C2	68	2.90	C+	4	$2.90 \times 4 = 11.60$
C3	55	2.00	C-	4	$2.00 \times 4 = 8.00$
C4	60	2.50	C	3	$2.50 \times 3 = 7.50$
C5	73	3.20	B	3	$3.20 \times 3 = 9.60$
				<b>Total</b>	<b>46.90</b>
<b>GPA = <math>46.90 \div 18 = 2.60</math> (Promoted)</b>					

**Example-II (Semester II)**

Course	Marks Obtained	Grade Point	Letter Grade	Credit Hours	Total GPS
C1	72	3.14	B	4	$3.14 \times 4 = 12.56$
C2	78	3.54	B+	4	$3.54 \times 4 = 14.16$
C3	80	3.67	A	4	$3.67 \times 4 = 14.68$
C4	38	0.00	F	4	$0.00 \times 4 = 0.00$
C5	Withdrawal	-	W	0	-
				<b>Total</b>	<b>41.40</b>
<b>GPA = <math>41.40 \div 16 = 2.58</math> (Promoted)</b>					

For calculating CGPA, sum total of GPs in a semester earned in different courses multiplied by respective credit hours of a course and divided by total number of credit hours.

Total (GP x Credit Hours) of all courses

$$CGPA = \frac{\text{Total (GP x Credit Hours) of all courses}}{\text{Total Credit Hours of all courses}}$$

Total grade points in semester 1 and 2 =  $46.90 + 41.40 = 88.30$

Total credit hours in semester 1 and 2 =  $18 + 16 = 34$

CGPA =  $88.30 \div 34 = 2.59$

**(Promoted: Here is *An Academic Performance Status that is Promoted on Promotion*)**

B:

**Example-I (Semester I)**

Course	Marks Obtained	Grade Point	Letter Grade	Credit Hours	Total GPS
C1	54	1.90	D	4	$1.90 \times 4 = 7.60$
C2	60	2.50	C	4	$2.50 \times 4 = 10.00$
C3	51	1.60	D	4	$1.60 \times 4 = 6.40$
C4	50	1.50	D	4	$1.50 \times 4 = 6.00$
C5	53	1.80	D	3	$1.80 \times 3 = 5.40$
				<b>Total</b>	<b>35.40</b>
<b>GPA = <math>35.40 \div 19 = 1.86</math> (Probation)</b>					

**Example-II (Semester II)**

Course	Marks Obtained	Grade Point	Letter Grade	Credit Hours	Total GPS
C1	75	3.34	B+	4	$3.34 \times 4 = 13.36$
C2	69	2.95	C+	4	$2.95 \times 4 = 11.80$
C3	57	2.20	C-	4	$2.20 \times 4 = 8.80$
C4	38	0.00	F	4	$0.00 \times 4 = 0.00$
C5	Withdrawal	-	W	0	-
				<b>Total</b>	<b>33.96</b>
<b>GPA = <math>33.96 \div 16 = 2.12</math> (Promoted)</b>					

For calculating CGPA, sum total of GPs in a semester earned in different courses multiplied by respective credit hours of a course and divided by total number of credit hours.

Total (GP x Credit Hours) of all courses

$$CGPA = \frac{\text{Total (GP x Credit Hours) of all courses}}{\text{Total Credit Hours of all courses}}$$

Total grade points in semester 1 and 2 =  $35.40 + 33.96 = 69.36$

Total credit hours in semester 1 and 2 =  $19 + 16 = 35$

CGPA =  $69.36 \div 35 = 1.98$

**(Probation: Here is *An Academic Performance Status that is Promoted on Probation*)**

C:

**Example-I (Semester I)**

Course	Marks Obtained	Grade Point	Letter Grade	Credit Hours	Total GPS
C1	54	1.90	D	4	$1.90 \times 4 = 7.60$
C2	60	2.50	C	4	$2.50 \times 4 = 10.00$
C3	51	1.60	D	4	$1.60 \times 4 = 6.40$
C4	50	1.50	D	4	$1.50 \times 4 = 6.00$
C5	53	1.80	D	3	$1.80 \times 3 = 5.40$
				<b>Total</b>	<b>35.40</b>
<b>GPA = <math>35.40 \div 19 = 1.86</math> (Probation)</b>					

**Example-II (Semester II)**

Course	Marks Obtained	Grade Point	Letter Grade	Credit Hours	Total GPS
C1	55	2.00	C-	4	$2.00 \times 4 = 8.00$
C2	63	2.65	C	4	$2.65 \times 4 = 10.60$
C3	57	2.20	C-	4	$2.20 \times 4 = 8.80$
C4	38	0.00	F	4	$0.00 \times 4 = 0.00$
C5	Withdrawal	-	W	0	-
				<b>Total</b>	<b>27.40</b>
<b>GPA = <math>27.40 \div 16 = 1.71</math> (Probation)</b>					

For calculating CGPA, sum total of GPs in a semester earned in different courses multiplied by respective credit hours of a course and divided by total number of credit hours.

$$\text{CGPA} = \frac{\text{Total (GP} \times \text{Credit Hours) of all courses}}{\text{Total Credit Hours of all courses}}$$

Total grade points in semester 1 and 2 =  $35.40 + 27.40 = 62.80$

Total credit hours in semester 1 and 2 =  $19 + 16 = 35$

CGPA =  $62.80 \div 35 = 1.79$

**(Dropped Out:** Here is *An Academic Performance Status that is **Dropped Out***)

## 21. Transfer of Credit Hours for Undergraduates

### 21.1. Migration/Transfer of Credits

Under extra-ordinary circumstances, the Vice Chancellor, on the recommendations of the Incharge/Chairperson of the Department, may allow migration/transfer of credits of students from HEC recognized Institutions to a Department of the University and vice versa, provided that:

1. The institutions concerned agree for the migration/transfer of credits of such a student.
2. Migration/transfer of credits cases shall initially be scrutinized by the Department concerned. Eligible candidates must satisfy the following conditions.
  - i. The migration of a student from another University to the University of Mianwali to a Department of the University of Mianwali and vice versa will be governed only in accordance with the Migration Policy of University of Mianwali, provided that the student falls in the merit list drawn by the University and belong to a university recognized by HEC.
  - ii. A student, who has been dropped out, rusticated, expelled, or whose entry in the parent institute was banned for any reason whatsoever at any time during his/her academic career, the case for transfer of credits shall not be considered.
  - iii. Courses with credit hours and course contents equivalent to the Department courses, shall be considered for transfer.
  - iv. Accepted courses along with their credit hours and marks shall be displayed on the final/official transcript and Semester Results that obtained from the parent institution, as well as Grade Point and Grade will be calculated according to the Grading Policy of University of Mianwali. Such subjects will be marked as "Transferred Credits" (TR).
  - v. Transferred Credits hours will be calculated for GPA or CGPA of any semester or on the final/official transcript or at the end of program / completion of degree.
  - vi. The transferred student(s) must study at least 50% courses of the Program at the Department to become eligible for the degree.

- vii. (S)he has to provide NOC from the institution from where migration is required.
  - viii. Courses in which undergraduate students receive grades lower than C will not be eligible for transfer of credit hours.
  - ix. University is at liberty to enroll students (if they fulfill their criteria) for any semester or for any single class and issue the students a transcript for the courses completed.
  - x. Credit hours may only be transferred between duly recognized HEIs and internationally recognized universities.
3. All University regulations for migration/transfer of credits shall apply.
  4. The decision of the case will be subject to the approval of the Migration Committee.
  5. Student studying under annual system will not be eligible for migration.
  6. Migration will not be allowed in 1<sup>st</sup> Semester.
  7. Admission will be offered in the class where the number of students are less than as compared to the Regular/Self Support.
  8. Internal Migration is Not Allowed, such as Self Support student cannot get migration to Regular.
  9. A migrating student will be allowed to join within first two weeks of the Regular Semester only.

### 21.2 Requirements for Migration to University of Mianwali

1. An application (with complete address and contact numbers) stating the reason for migration.
2. Detailed Mark sheets/certificates (Matric, Intermediate, Bachelor's, etc.)
3. Detailed mark sheets/transcripts of all semesters completed at the parent university containing Marks/GPA and CGPA with grading system, issued by the Controller of Examinations office.
4. Complete detail of course contents / course outlines (duly verified by parent University Registrar Office / Department Office) and credit hours completed.
5. No Objection Certificate (NOC) / Migration Certificate from Parent University / institution shall be required, if the case is approved.
6. Migration Fee as levied by the University will be charged at the time of migration.
7. Only in 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Semesters Migration is allowed.
8. No migration is allowed after 4<sup>th</sup> semester, like in 5<sup>th</sup> semester etc.

## 22. Procedure for Issuing Official Transcripts

1. Departments are responsible for submitting award lists covering all semesters from the first to the last, along with consolidated results to the Examination Cell for the respective session/batch.
2. The Controller of Examinations will issues a 'Gazette Notification', bearing the signature of the Controller of Examinations.

3. A preliminary version of the Official Transcripts is sent to the relevant departmental Internal Controller of Examinations for validation. After validation, the Internal Controller of Examinations forwards the results to the Examination Cell.
4. Examination Cell issue the Official Transcripts and dispatches them to the concerned departmental Internal Controller of Examinations along with an attached list of students.

**Note:**

All forms/documents/applications will be submitted by students after completing its all requirements.

### **23. Examination Secrecy Regulations**

1. **Secure Storage:** Store examination papers and related materials in a secure location, accessible only to authorized personnel.
2. **Access Control:** Limit access to exam materials to a select group of trusted individuals and maintain a record of who accesses them.
3. **Sealed Envelopes:** Seal exam papers in envelopes or containers that are tamper-evident to detect any unauthorized access.
4. **Randomization:** Randomly distribute exam papers to prevent predictability and leaks.
5. **Proper Handling:** Ensure that exam papers are handled carefully to prevent accidental disclosure or damage.
6. **Confidentiality Agreements:** Require all individuals involved in the exam process to sign confidentiality agreements, including teachers, proctors, and graders.
7. **Monitoring:** Monitor exam rooms and examiners to deter cheating or unauthorized access to exam materials.
8. **Digital Security:** Implement digital security measures to protect electronic exam papers and prevent hacking or leaks.
9. **Restricted Communication:** Prohibit communication about exam content or answers among staff members before and during the examination.
10. **Document Destruction:** Properly dispose of exam-related documents, including drafts, unused papers, and answer sheets, to prevent information leaks.
11. Only personnel authorized by the Examinations Cell are permitted to enter the examination venues.

### **24. REGULATIONS FOR RESEARCH & THESIS in BS PROGRAMS**

Following Regulations are prescribed to administer Research & Thesis for BS Programs.

#### **24.1 Preamble**

Notwithstanding anything contrary to the provisions of University of Mianwali Act 2019, the University shall offer Research/Thesis at BS level programs in all those disciplines where appropriate. Provided that in accordance with the prescribed quality criteria for Research/Thesis in BS Programs, rules and regulations mentioned hereinafter shall be applicable to each Subject offered by the University.

#### **24.2 Short Title and Commencement**

The regulations described hereunder shall be called “Regulations for Research & Thesis in BS Programs”, University of Mianwali, and shall come into force w.e.f. Fall 2023.

#### **24.3 Introduction**

Following are the guidelines, procedures, rules and regulations to be administered by the Department where Research/Thesis will be offered in BS programs.

- i. A copy of printed Revised Rules and Regulations shall be made available in all the Departments as well as the University Library for guidance and electronic copy shall be downloadable from the website of University of Mianwali ([www.umw.edu.pk](http://www.umw.edu.pk)).
- ii. The rules and regulations prescribed here are subject to amendment/change and repletion by the Competent Authority on the recommendation/direction/guideline of bodies of University of Mianwali.

#### **24.4 Regulations for BS Research & Thesis**

1. Students who have completed course work of 6 semesters with no probation, or no readmission status will be eligible to opt Research/Thesis of 6 credit hours in 7<sup>th</sup> and 8<sup>th</sup> semester of BS program.
2. Only those students who scored CGPA  $\geq$  3.00 shall be offered Research/Thesis in 7<sup>th</sup> and 8<sup>th</sup> semester of BS program.
3. There shall be a supervisory committee comprising of supervisor/co-supervisor (two members) chaired by supervisor provisionally approved by the Incharge/ Chairperson of Department.
4. The Student is free to choose his/her supervisor(s) from the Department concerned and may be allowed to change his/her supervisor under special circumstances in consultation with

Incharge/Chairperson of the Department and Dean of the Faculty concerned on the recommendation of Research Committee.

5. The student shall submit a short synopsis through his/her supervisor to Departmental Research Committee comprising of two-three members, chaired by Incharge/Chairperson of the Department to assess and approve the short synopsis of Thesis.
6. On the completion of research work to the satisfaction of the supervisor/co-supervisor, the research scholar shall submit two copies of thesis typed along with a copy of short synopsis and electronic copy to the Department. The research scholar shall also submit following documents;  
(i) a declaration that the work he/she has submitted had never been submitted before and shall not be submitted in future for obtaining similar degree and research work is not plagiarized, (ii) a certificate from the supervisor/co-supervisor for the originality of work carried out by the research scholar.
7. Scholar shall submit his/her thesis within 12 Weeks after final examination of semester or any deadline proposed by the University.
8. Incharge/Chairperson of the Department shall send hard and soft copies of the thesis to Controller of Examination and a panel of three external examiner(s) from approved pool of examiners in the specified field for thesis evaluation. Further, Vice Chancellor will approve from the proposed panel. The Controller of Examination will send the thesis in electronic/hard form (as per demand) to the examiners.
9. Upon receipt of external evaluation, the controller of Examination shall intimate the supervisor and Incharge/Chairperson of the Department and supervisor will address the issues and/or comments, if any. The supervisor shall certify that the comments/suggestions have been incorporated.
10. Viva voce shall be conducted by Incharge/Chairperson of the Department and two examiners whom one will be the internal supervisor (Co-supervisor in case supervisor is not available due to genuine reason and authorize the co-supervisor in writing) and other shall be external examiner from any other University.
11. After successful viva voce examination, the student shall submit five or six hard bound copies of thesis with black cover and silver ink for following
  - i. Research Supervisor
  - ii. Co-supervisor (If applicable)
  - iii. University Library
  - iv. Departmental Record
  - v. Controller of Examination Record
  - vi. Scholar itself

12. Controller of Examination will notify the result and degree shall be awarded like that of other degrees.
13. If the examiner finds that the thesis is wholly inadequate they may recommend that it may be rejected without any further test. The scholar shall submit again thesis with the approval of Vice Chancellor within a period of six months.

## 25. Matters Related to Degrees Conferment

1. Annually, the university will organize a Convocation event where degrees are granted to students who meet the specified criteria for qualification.
2. In accordance with the university's policy, an expedited degree can be issued upon a student's request.
3. The process for obtaining a duplicate degree.

Here's Reasons for Issuing a Duplicate Degree & process breakdown:

A duplicate degree can be provided for two main reasons:

- **Loss/Damage of Original Degree**

If the original degree certificate is lost or damaged and the candidate needs a replacement.

- **Any Correction**

In case of any correction.

### 25.1 Application Process

- **Application to Controller of Examinations**

To obtain a duplicate degree, the candidate needs to formally request to "Controller of Examinations", providing relevant documentary proof as per the university's rules.

- **Requirements for Issuance**

- i. The candidate must fulfill all the requirements for the issuance of a duplicate degree.
- ii. Only the Controller of Examinations will sign the Duplicate Degree.
- iii. The word "Duplicate" will be written on the duplicate Official Transcript/degree.

#### NOTE:

*For Undergraduate level, all the Guidelines ("Policy Guidelines for Implementation of Uniform Semester System in HEI's of Pakistan" and "Undergraduate Education Policy-2023") of The Higher Education Commission will be followed.*



## 26. Postgraduate

### 26.1 Preamble

Notwithstanding anything contrary to the provisions of University of Mianwali Act 2019, the University shall offer MS/MSc/MPhil and PhD level research programs in all those disciplines where appropriate. Provided that in accordance with the prescribed quality criteria for admission to MS/MSc/MPhil and PhD Programs, rules and regulations mentioned hereinafter regarding admission, registration and examination for MS/MSc/MPhil and PhD studies shall be applicable to each postgraduate level research program offered by the University.

### 26.2 Short Title and Commencement

- 1 The rules and regulations described hereunder shall be called “Regulations for MS/MPhil and PhD programs”, University of Mianwali, and shall come into force w.e.f. Fall 2023.
- 2 However, to regulate the admissions made from Fall-2023, the relevant regulations shall be applicable to the MS/MSc /MPhil and PhD students registered with the University. Moreover, for guidance in all the existing programs, these rules and regulations can be consulted in those gray areas where existing regulations are silent.

### 26.3 Definitions

In these rules and regulations unless the subject or context otherwise requires, the following expressions shall have the meanings hereby respectively assigned to them, that is to say:

- 1 “Authority” means any of the Authorities of the University specified in the Ordinance;
- 2 “Board of Studies” means the board comprising of specified members for each subject or group of subjects taught in any Department;
- 3 “Controller of Examinations” means the Controller of Examinations of the University (abbreviated as CE in this dossier);
- 4 “Dean” means the Chairperson of the Board of Faculty;
- 5 “PhD Candidate” means a candidate of PhD program after the approval of his/her Synopsis;
- 6 “Prescribed” means prescribed by Statutes, Regulations or Rules;
- 7 “Research Board” means Advanced Studies and Research Board (BASR) of the University;
- 8 “Research Program” means MS/MSc /MPhil, PhD and other research based programs of the University;
- 9 “Semester” means duration of eighteen weeks inclusive of examinations i.e.; sixteen weeks for teaching, one week for conduct of final term examinations and one week for preparation and submission of results;
- 10 “Syndicate” means the Syndicate of the University;

11 “University” means the University of Mianwali;

12 “Vice Chancellor” means the Vice Chancellor of the University.

### 26.4 Introduction

Following are the guidelines, procedures, rules and regulations to be administered by the Department where MS/MSc /MPhil and PhD programs are in vogue.

- 1 A copy of printed Revised Rules and Regulations shall be made available in all the Departments as well as the University Library for guidance and electronic copy shall be downloadable from the website of University of Mianwali ([www.umw.edu.pk](http://www.umw.edu.pk)).
- 2 The rules and regulations inscribed here are subject to amendment/change and repletion by the Competent Authority on the recommendation/direction/guideline of bodies of University of Mianwali (BASR, Academic Council etc.).

### 27. Pre-Requisite to launch a MS/MSc /MPhil or a PhD Program

- 1 Any Teaching Department of the University can launch MS/MSc /MPhil and PhD programs provided it fulfills the criteria laid down by the HEC [the presence of at least two PhD/DPhil/DSc or equivalent faculty members in a pool of minimum six for a MS/MSc /MPhil programs and three PhD/DPhil/DSc or equivalent faculty members in a pool of minimum six for a PhD program].
- 2 Before launching any research program the Department shall obtain NOC from Higher Education Commission, Islamabad and ascertain the number of seats as per facilities and program details.
- 3 The admission to MS/MSc /MPhil and PhD programs shall be advertised in the beginning of academic session.
- 4 The HOD/Faculty of the UMW, launching MS program shall ascertain the nature of programs/number of seats/criteria/facilities/resources available and communicate the same to all concerned.
- 5 **Advertisement**  
The Registrar shall launch the advertisement for admission in MS/MSc/MPhil and PhD programs as per UMW academic calendar.

## 27.1 Eligibility Criteria

### 27.1.1 Admission to an MS/MPhil/Equivalent Degree Programs

#### 1 Basic Academic Qualification:

Sixteen years of schooling or 4 year education (minimum 120 credit hours) after HSSC/F.A./F.Sc/Grade 12 or Equivalent shall be required for admission in the MPhil/MS/Equivalent program.

The candidates having second division ( $\geq 45\%$ ) in annual system or CGPA = 2.50 out of 4.00 in MA/MSc/BS (4Year) etc. [16- year education with minimum 120 CHs] degree in semester system in the relevant subject or equivalent from HEC recognized institutions shall be eligible for admission in MS/MSc /MPhil program.

#### 2 Admission Test: University is required to:

- a) Conduct a rigorous admission test as an eligibility condition for admission to MS/MPhil/Equivalent programs, with a passing score of 50%.

OR

- b) Accept the GRE/HAT General/Equivalent tests, with a passing score of 50%.

#### 3 Intradisciplinary Qualifications

The intradisciplinary admission may only be allowed, if:

- a) The university/HEI policy allows, and
- b) The applicant has a strong interest in pursuing an MS/MPhil/equivalent degree in a different discipline.
- c) The applicant has passed GRE-Subject/equivalent test2 with minimum 50% marks in the discipline of admission and has taken 6-9 CH of deficiency courses of level 6.
- d) The admission committee is satisfied that the applicant's knowledge of primary area (level 6) has sufficiently prepared him or her to undertake the course of studies of the MS/MPhil/equivalent program (or, in the opinion of the admission committee, the preparation can be deemed satisfactory by taking a few additional courses after starting the program).
- e) Those candidates shall be considered eligible who shall pass (minimum 50% marks) the entry test and an interview conducted by the Postgraduate Committee of the relevant Department of the university.
- f) The candidates who are employed in Federal/Provincial government or semi-government organizations shall produce NOC (No Objection Certificate) from their employer.

- g) Only those candidates shall be granted admission to MS/MSc /MPhil or PhD program who fulfill the criteria laid down by the HEC and specified by the concerned Teaching Department, which are subject to change time to time by the university bodies (BASR, Academic Council, Syndicate etc.)

4. Six/Seven hard bound copies of MS/MPhil thesis with Green cover and silver ink shall be submitted to the Controller of the Examination Office upon successful defense of the thesis for following

- a) Research Supervisor
- b) Research Co-Supervisor (if applicable)
- c) University Library
- d) The candidate itself
- e) Departmental Record
- f) Controller of Examination Record

## 28. PhD Program

### 28.1 Admission to Doctoral Degree (Level 8)

#### I. Basic Academic Qualification

1. Prior to admission into a PhD program, the student shall have been awarded MS/MPhil or equivalent degree as described in this policy.
2. For admission in PhD programs, a minimum CGPA of 3.0 (out of 4.0 in the semester system) or 60% (in the annual system) in the MS/MPhil/equivalent degree being considered for admission, is required, whether such degree was obtained from Pakistani or foreign universities.
3. If the CGPA/Percentage is not mentioned on the transcript, the candidate must produce equivalent weightage from the parent university.
4. The students having strong demonstrated interest in obtaining PhD degree, but their CGPA is below 3.00 (out of 4.0 in the semester system) or 60% marks (in the annual system) in the most recent degree obtained, may be admitted to a PhD program after fulfilling the following requirements:
  - a. Shall study additional courses of 9-12 CH of level 7 taking a zero semester at admission awarding university/HEI/DAI and score minimum 3.00 out of 4.00 GPA, and
  - b. The admission committee is satisfied that the applicant's knowledge of primary area (level 7) has sufficiently prepared him or her to undertake the course of studies of the doctoral program.

- c. These requirements shall be in addition to any other requirements set in this policy for admission to a PhD program.

**5. University is required to:**

- a. Conduct the test equivalent to GRE/HAT General developed at the University, with the passing score of 60%. OR
  - b. Accept a test equivalent to GRE/HAT General, conducted by testing bodies accredited by HEC, with a passing score of 60%.
6. In addition to clause v(a), the university may conduct subject test for admission in PhD programs, if required.
7. Those candidates shall be considered eligible who shall pass (minimum 60% marks) the entry test and an interview conducted by the Postgraduate Committee of the relevant Department of the University.
8. The candidates who are employed in Federal/Provincial government or semi-government organizations shall produce NOC (No Objection Certificate) from their employer.

**Note:** Postgraduate Program Committee of the Department, required to be constitute by each department.

## **II. Procedure for Application, Admission and Registration**

1. An applicant seeking admission to MS/MSc /MPhil or PhD program shall apply (online) within due date given in the advertisement for admission.
2. Upon offer of admission the applicant shall submit all dues, original terminal DMC (for two semester only), an affidavit (enclosed in the prospectus) and copies of all previous degrees/certificates to the respective Department in which the candidate wishes to pursue his/her studies.
3. The candidate shall be enrolled as per University rules and regulations to establish his/her bonafide status. In order to remain enrolled in the University, every candidate shall pay the prescribed fee and other charges on semester basis to the University, failing which their admission shall be liable to be cancelled.
4. Both MS/MSc /MPhil and PhD programs emphasize full time course/research work.
5. The list of admitted students shall be sent to the offices of the Treasurer, Controller of Examinations, and Librarian for maintaining their personal files (registration returns, fee returns, examination record, library card and student identity card).
6. The merit of a candidate of MS/MSc /MPhil or PhD Program shall be determined as follows:
  - a) Academic Qualifications (Terminal Degree) 70% contribution
  - b) Subject Based Entry Test 30% contribution

- c) Candidates must qualify the interview conducted by the Postgraduate Program Committee of a Department.

7. Qualification from institutions other than the University of Mianwali shall be equalized by the Equivalence Committee of the University/HEC.

## **29. Migration/Transfer of Credits**

Under extraordinary circumstances, Board of Advanced Studies and Research (BASR) on the recommendation of the Board of Studies (BoS) concerned, may allow migration/transfer of credits of a student of MS/MSc /MPhil or PhD program from another University/Degree Awarding Institutions (DAI) recognized by the HEC to a teaching Department of the University and vice versa, provided that:

1. The scholar will be required to provide a no objection certificate (NOC) from the University where (s)he had been registered before and the consent of the Incharge/Chairperson of the Department of this University. The equivalence of credits to be transferred shall be determined by the Department concerned through its BoS.
2. The research scholar shall pay the registration, tuition and examination fees on semester basis and fulfill all other requirements as per rules and regulations of the University.
3. No migration case shall be accepted which contravene above cited rules and Admission Regulations of the University.

## **30. Specific Conditions for MS/MSc /MPhil and PhD Programs**

1. The MS/MSc /MPhil program shall comprise 4 semesters and 30 CHs normally (minimum duration = 1.5 year, maximum duration = 4 years). The period shall be counted from very first date of admission to the MS/MSc /MPhil program.
2. If the scholar's degree does not complete in 2 years, then one year (3rd year of study) extension shall be provided by the Incharge/Chairperson of the Department upon valid justification and recommendation of the research supervisor. Whereas, last year (4th year of study) extension shall be provided by the Dean of the concerned Faculty.
3. The PhD program shall comprise 6 semesters and 18 CHs normally (minimum duration = 3 years, maximum duration = 8 years). The period shall be counted from very first date of admission to the PhD program.
4. If the scholar's degree does not complete in 5 years then one year (6th year of study) extension shall be provided by the Incharge/ Chairperson of the Department upon valid justification on the recommendation of the research supervisor. Whereas, last two years (7th and 8th year of

- c) Candidates must qualify the interview conducted by the Postgraduate Program Committee of a Department.
7. Qualification from institutions other than the University of Mianwali shall be equalized by the Equivalence Committee of the University/HEC.

## 29. Migration/Transfer of Credits

Under extraordinary circumstances, Board of Advanced Studies and Research (BASR) on the recommendation of the Board of Studies (BoS) concerned, may allow migration/transfer of credits of a student of MS/MSc /MPhil or PhD program from another University/Degree Awarding Institutions (DAI) recognized by the HEC to a teaching Department of the University and vice versa, provided that:

1. The scholar will be required to provide a no objection certificate (NOC) from the University where (s)he had been registered before and the consent of the Incharge/Chairperson of the Department of this University. The equivalence of credits to be transferred shall be determined by the Department concerned through its BoS.
2. The research scholar shall pay the registration, tuition and examination fees on semester basis and fulfill all other requirements as per rules and regulations of the University.
3. No migration case shall be accepted which contravene above cited rules and Admission Regulations of the University.

## 30. Specific Conditions for MS/MSc /MPhil and PhD Programs

1. The MS/MSc /MPhil program shall comprise 4 semesters and 30 CHs normally (minimum duration = 1.5 year, maximum duration = 4 years). The period shall be counted from very first date of admission to the MS/MSc /MPhil program.
2. If the scholar's degree does not complete in 2 years, then one year (3rd year of study) extension shall be provided by the Incharge/Chairperson of the Department upon valid justification and recommendation of the research supervisor. Whereas, last year (4th year of study) extension shall be provided by the Dean of the concerned Faculty.
3. The PhD program shall comprise 6 semesters and 18 CHs normally (minimum duration = 3 years, maximum duration = 8 years). The period shall be counted from very first date of admission to the PhD program.
4. If the scholar's degree does not complete in 5 years then one year (6th year of study) extension shall be provided by the Incharge/ Chairperson of the Department upon valid justification on the recommendation of the research supervisor. Whereas, last two years (7th and 8th year of

study) extension shall be provided by the Dean of the concerned Faculty upon the recommendation of the research supervisor and In-charge/ Chairperson/ of the Department.

5. For MS/MSc /MPhil the candidate shall acquire CGPA = 2.70 after completing course work of 24 CHs. The degree shall be awarded to a candidate who shall acquire CGPA = 2.70. One page project digest (Short Description, signed by the scholar, supervisor(s), Incharge/Chairperson of the Department and Dean of the Faculty), name of the research supervisor(s) and list of three local examiners shall be communicated by the Incharge/Chairperson of the Department with 100 to 150 words Short Description through BoS to BA for approval. Approved copies of the synopsis shall be sent to the offices of the Incharge/Chairperson of the Department and Controller of Examinations for record.
6. The doctoral candidate shall acquire CGPA = 3.00 after completing course work of 18 CHs which shall follow a comprehensive examination to pass (=50% marks)/qualify. The title of research and synopsis shall be recommended by BoS of the Department and scholar shall defend his/her research synopsis in a public defense organized by the Dean of the Faculty on behalf of BASR and shall notify a report, which shall be produced (along with recommended synopsis) to BASR for approval of title, synopsis and research supervisor(s). Approved copies of the synopsis on required format (annexure-II & III) shall be sent to the supervisor(s) and offices of Incharge/Chairperson of the Department and Controller of Examinations for record.
7. The MS/MSc /MPhil thesis shall be evaluated by an external examiner. The Controller of Examinations shall send the thesis to external examiner after approval of examiner by Vice Chancellor from a departmental pool of examiners approved by BASR. The Incharge/Chairperson of the Department concerned shall arrange and chair the viva voce examination of the scholar on a convenient date upon receipt of positive comments by external examiner to the office of Controller of Examinations and will forward the result of viva voce examination to the Controller of Examinations for notification.
8. Every research scholar (MS/MSc /MPhil and PhD) shall submit a report to his/her research supervisor(s) on a prescribed proforma showing six month progress by the end of June and December in every year. The research supervisor(s) shall endorse the report with his/her comments, which shall be finally signed by the Incharge/Chairperson of the Department and shall be saved in student's file. A copy of such report shall be communicated to the Director Academics.
9. The maximum number of MS/MSc /MPhil and PhD students working under a full time faculty member (Regular/TTS/Contractual/IPFP) of University of Mianwali shall be as per HEC criteria.

10. Minimum 75% attendance (out of total delivered lectures by the teacher in the course) in each course shall be compulsory to appear in a final term examination of a MS/MSc /MPhil and a PhD program. The Incharge/Chairperson of the Department can waive off 5% shortage and Dean of a Faculty can further waive off 5% shortage as well for genuine cases (medical ground/factors beyond human reach).
11. In genuine conditions (medical ground/factors beyond human reach) leave may be availed by the student for maximum 2-4 weeks after recommendation of the Incharge/Chairperson of the Department and approval by the Dean of the Faculty but the leave shall not be counted as attendance. The period of leave shall be counted as absence from the lecture with no fine/struck off from roll calls.
12. In genuine condition if leave for more than 4 weeks are required than the student shall forward a request to the Incharge/Chairperson of the Department to freeze the semester who shall further notify the decision to Dean of the faculty and Director Academics. However, very first semester of MS/MSc / MPhil and PhD program shall not be freeze.

### 31. Cancellation of PhD Registration

MS/MSc /MPhil or PhD registration shall be cancelled by the Registrar on the recommendation of the supervisor/cosupervisor(s) and Incharge/Chairperson of the Department followed by the approval of the Vice Chancellor, if the scholar:

1. Earns two consecutive adverse six-monthly progress reports from his/her supervisor.
2. Fails to contact his/her supervisor or leaves the program over a month without prior permission.
3. Does not complete the course work.
4. Does not qualify the comprehensive examination even in the second attempt.
5. Is found guilty of misconduct.
6. The aggrieved scholar may file an appeal against cancellation of PhD registration to the BASR within a period of 30 days. The BASR will give him/her opportunity to be heard in person. However, the decision of the BASR shall be final.

### 32. Examination/Evaluation

#### 32.1 MS/MPhil Program

1. A scholar shall register minimum 09 CHs workload (maximum 18 CHs) in each semester.
2. At the end of the first semester a scholar must obtain a minimum Grade Point Average (GPA) of 2.70 to be promoted to the second semester.

3. In case a scholar is able to obtain  $2.30 = \text{GPA} < 2.70$  in first semester, he/she will be promoted to the second semester on Probation. The scholar, who obtains  $\text{GPA} < 2.30$  in the first semester, shall be dropped from the semester.
4. The scholar shall have chance of readmission next year in first semester. The readmission cannot be granted if remaining time for completion of degree is not sufficient keeping in view the maximum time limit of the program starting from the date of very first admission.
5. In case a scholar is not able to obtain  $\text{CGPA} = 2.70$  in second semester, (s)he will be dropped from the semester.
6. In case a scholar is dropped out in second semester, such scholar shall have chance of readmission to second semester offered next year again to complete his degree in maximum period (4 years) starting from the date of very first admission.
7. In 3rd and 4th semesters a scholar shall carry out research work under the supervision of his/her supervisor/co-supervisor.
8. A student, who obtains  $\text{GP} < 2.70$  in any course, may be allowed to repeat course(s) whenever offered before the submission of research thesis.
9. Only those students who scored  $\text{CGPA} = 2.70$  shall be awarded MS/MSc /MPhil degree.
10. A student, who scored  $\text{CGPA} < 3.00$  after the completion of course work and wants to improve his/ her CGPA, may be allowed to repeat 2-3 courses as and when offered before the submission of thesis.

#### 32.2 PhD Program

1. A scholar shall register minimum 9 CHs/semester workload (maximum 12 CHs) in first two semesters. A scholar shall complete 18 CHs course work by the end of second semester which shall follow a comprehensive examination to qualify.
2. At the end of the first semester a scholar must obtain a minimum Grade Point Average (GPA) of 3.00 to be promoted to the second semester.
3. In case a scholar is able to obtain  $2.50 = \text{GPA} < 3.00$  in first semester, (s)he will be promoted to the second semester on Probation. The scholar, who obtains  $\text{GPA} < 2.50$  in the first semester, shall be dropped out from the semester.
4. The scholar shall have chance of readmission next year in first semester. The readmission cannot be granted if remaining time for completion of degree is not sufficient keeping in view the maximum time limit of the program starting from the date of very first admission.
5. In case a scholar is not able to obtain  $\text{CGPA} = 3.00$  in second semester, (s)he will be dropped out from the semester.

6. In case a scholar is dropped out in second semester, such scholar shall have chance of readmission to second semester offered next year or in first semester. The readmission cannot be granted if remaining time for completion of degree is not sufficient keeping in view the maximum time limit of the program starting from the date of very first admission.
7. The scholar must obtain a minimum CGPA 3.00 at the end of course-work to qualify for comprehensive examination.

### 33. Grading Policy

1. The grading shall be done on a scale of 0.00 to 4.00.
2. Equivalence between Letter Grading and Numerical Grading shall be as follows  
(Grading of MS/MSc /MPhil or PhD programs will be done as per grading policy of University of Mianwali.)

#### Grading Table

% Marks	Grade Point	Letter Grade	% Marks	Grade Point	Letter Grade
85 & above	4.00	A <sup>+</sup>	64	2.70	C
84	3.94	A	63	2.65	C
83	3.87	A	62	2.60	C
82	3.80	A	61	2.55	C
81	3.74	A	60	2.50	C
80	3.67	A	59	2.40	C <sup>-</sup>
79	3.60	B <sup>+</sup>	58	2.30	C <sup>-</sup>
78	3.54	B <sup>+</sup>	57	2.20	C <sup>-</sup>
77	3.47	B <sup>+</sup>	56	2.10	C <sup>-</sup>
76	3.40	B <sup>+</sup>	55	2.00	C <sup>-</sup>
75	3.34	B <sup>+</sup>	54	1.90	D
74	3.27	B	53	1.80	D
73	3.20	B	52	1.70	D
72	3.14	B	51	1.60	D
71	3.07	B	50	1.50	D
70	3.00	B	Below 50	0.00	F
69	2.95	C <sup>+</sup>	50 –100	P	Pass in non-credit course
68	2.90	C <sup>+</sup>	-	IP	In Progress
67	2.85	C <sup>+</sup>	-	I	Incomplete
66	2.80	C <sup>+</sup>	-	W	Withdrawal
65	2.75	C <sup>+</sup>	-	RL	Result late

Letter Grade	A <sup>+</sup>	A	B <sup>+</sup>	B	C <sup>+</sup>	C	C <sup>-</sup>	D
Remarks	Excellent	Very Good	Good	Fair	Average	Satisfactory	Adequate	Pass

#### Legend

- Cr. Credit of Courses  
 LG Letter Grade  
 GP Grade Point  
 GPA Grade Point Average  
 CGPA Cumulative Grade Point Average

3. The Letter Grade (LG)/Grade Point (GP) shall be assigned for each course according to Grading Table above, whereas, no LG shall be assigned to GPA/CGPA.
4. Fraction of marks obtained in a course shall be counted as one mark, for example 60.1 and 60.9 shall be considered as 61.
5. In order to calculate the Grade Point Average (GPA) of a semester as follows
  - a) Multiply GP with the CHs to obtain total grade points in each course
  - b) Add up to cumulative grade points and divide by the total number of CHs for the

Semester.

Total (GP x CHs) courses of a semester

GPA = -----

Total CHs of a semester

6. For calculating CGPA, add up the total grade points of all courses of semesters and divide by the total number of CHs.

Total (GP x CHs) of all courses of a semesters

CGPA = -----

Total CHs of semesters

### 34. Submission of Results

Each teacher is required to submit result within one week after the final examination of each semester. The Incharge/Chairperson of the Department shall forward it within ten days after the final examination. A copy of the same will be sent to Controller of Examinations.

### 35. Supervisory Committee

1. There shall be a supervisory committee comprising of supervisor/co-supervisor(s) (two-three members) chaired by supervisor provisionally approved by the Dean of the Faculty on the recommendation of the Board of Studies concerned. The committee shall be confirmed by BASR. The scholar is free to choose his/her supervisor(s) from the Department concerned.
2. A member of the committee can be taken from other Universities or Organizations. The scholar may be allowed to change his/her supervisor under special circumstances in consultation with Incharge/Chairperson of the Department and Dean of the Faculty subject to confirmation by the BASR.

### 36. Comprehensive Examination

1. The scholars admitted to PhD program shall take written comprehensive examination after the completion of 18 CHs course work with CGPA = 3.00. The concerned Department shall hold the said examination as per the schedule given in academic calendar after the completion of the course work.
2. The Incharge/Chairperson of the Department shall send a panel of examiners to seek approval of the Dean of Faculty for the comprehensive examination.

3. If a scholar fails (< 50% marks) in the comprehensive examination (written), (s)he shall be allowed a second chance to reappear next year. If the scholar again fails, then (s)he shall be dropped out from the program. Similarly, a student who remains absent during the comprehensive examination due to unavoidable circumstances (justified with plausible proves, recommended by the Departmental Examination Committee and approved by the Dean of the Faculty) will be given a second chance to sit in the examination when conducted by the Department.

### 37. Thesis Submission/Defense

1. A research article should be published before the notification of degree in an HEC recognized journal. ORIC will certify that the category of Journal in which researcher published his/her article from thesis is as per HEC requirement for the award of PhD degree in that particular subject.
2. The plagiarism test must be conducted on the dissertation (< 19% match allowed in Turnitin Report) by ORIC office before its submission to the foreign experts.
3. On the completion of research work to the satisfaction of the supervisor/co-supervisor(s), the research scholar shall submit through his/her supervisor/co-supervisor(s) four copies of thesis typed or printed along with four copies of short abstracts and an electronic copy on CD to the Controller of Examinations. The Controller of Examinations shall send hard and soft copies of the thesis to both local and foreign examiner(s). Provided further that the research scholar shall also submit the following documents:
  - a. Each research scholar for the degree of Doctor of Philosophy of this University shall submit a declaration that the work (s)he has submitted had never been submitted before and shall not be submitted in future for obtaining similar degree of any other University. Further the research work is not plagiarized in any form.
  - b. A certificate, from the supervisor/co-supervisor for the originality of work carried out by the research scholar must be submitted.
4. Six/Seven hard bound copies of PhD thesis (including one for HEC) with Maroon cover and golden ink shall be submitted to the Controller of the Examination Office upon successful defense of the thesis for following
  - a) Research Supervisor
  - b) Research Co-Supervisor (if applicable)
  - c) University Library
  - d) The candidate itself
  - e) Departmental Record

- f) Controller of Examination Record
- g) HEC Record

### **38. Appointment of Examiners and Evaluation of thesis**

1. On the recommendation of the respective Board of Studies (BoS), a panel of eminent scholars (ten from abroad and five from Pakistan) out of departmental approved pool of examiners in the specified field, shall be approved by the BASR. Further, the Vice Chancellor will approve three examiners from the panel; two from the technologically advanced countries and one from the home country. The Controller of Examinations will send the thesis in electronic/hard form (as per demand) to the examiners.
2. Upon receipt of external evaluation (both foreign and local), the Controller of Examinations shall present the reports to BASR for approval of public defense/viva voce examination. Upon approval of reports from BASR the Controller of Examinations shall intimate the supervisor and Incharge/Chairperson of the Department and supervisor will address the issues and/or comments, if any. The supervisors shall certify that the comments/suggestions have been incorporated.
3. If the thesis is adjudged as adequate by all examiners the candidate shall be required to undergo a public defense (videoconferencing with HEC shall be used for the defense) and viva voce (oral examination) conducted by the Incharge/ Chairman.
4. Provided further that, the public defense and viva voce shall be conducted by two examiners of whom one will be the internal supervisor (co-supervisor in case supervisor is not available due to genuine reason and authorizes the co-supervisor in writing) and the other shall be the local examiner (from Pakistan).
5. After successful public defense and viva voce examination, the Controller of Examination will notify the result with the approval of the Vice Chancellor. However, degree shall be awarded like that of other degrees.
6. A candidate who fails in public defense and/or viva voce examination in first attempt, (s)he may sit for a second examination provided that the second examination shall not to be conducted earlier than three months from the date of the first examination. Failure on the second examination will result in the dismissal from the candidacy.
7. If the examiners (including local and foreign) find that the thesis is wholly inadequate they may recommend that it be rejected without any further test.

### **39. Resolution of Conflict in Thesis Evaluation**

If the thesis, though inadequate, is of sufficient merit in the opinion of at least two examiners (one foreign, one local), the Chairman may recommend to the Vice Chancellor to permit the candidate to resubmit it in a revised form within a period of one year. In case of difference of opinion amongst the examiners, the thesis shall be referred to a fourth examiner (foreign) whose appointment shall be approved by Vice Chancellor from the already approved panel. If, after the receipt of the report of the fourth examiner, two foreign/external examiners recommend the award of degree the viva voce process may be started. If (s)he fails to obtain a recommendation in his/her favor from two foreign/external examiners even in the second evaluation his/her thesis shall be rejected finally.

#### **NOTE:**

*For graduate level, all the Guidelines ("Graduate Education Policy-2023 ") of The Higher Education Commission will be followed.*



# University of Mianwali

## Fee Structure For BS Programms

		Business Administration		Commerce		Banking & Finance		Education		English		Urdu	
Details	To be Paid	BBA (Hon's)		B.com /BS		BS		BS		BS		BS	
		Reg	S.S	Reg	S.S	Reg	S.S	Reg	S.S	Reg	S.S	Reg	S.S
Admission Fee	Once Only	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
Tuition Fee	Per Semester	19000	27000	18000	25000	18000	25000	18000	25000	18000	25000	18000	25000
University Registration Fee	Once Only	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000
Library Security (Refundable)	Once Only	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000
Examination Fee	Per Semester	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
Masjid Fund	Per Semester	500	500	500	500	500	500	500	500	500	500	500	500
Science Lab Charges	Per Semester	0	0	0	0	0	0	0	0	0	0	0	0
Sports Fund	Per Semester	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000
Computer Fund	Per Semester	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000
University Other Funds/charges	Per Semester	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
Total (Semester-I)	Total Fee	40500	48500	39500	46500	39500	46500	39500	46500	39500	46500	39500	46500
Total (Semester-II & onwards)		29500	37500	28500	35500	28500	35500	28500	35500	28500	35500	28500	35500

1. All Government taxes will be applicable including withholding Income tax per year from all those studnets whose annual fee / dues is above the limit.

2. If duration of study is extended due to any reason, the fee shall be charged at the same rate.

# University of Mianwali

## Fee Structure For BS Programms

		CS & IT						Chemistry		Botany		Zoology	
Details	To be Paid	BS (CS)		BS (IT)		BS (Computer Ar		BS		BS		BS	
		Reg	S.S	Reg	S.S	Reg	S.S	Reg	S.S	Reg	S.S	Reg	S.S
Admission Fee	Once Only	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
Tuition Fee	Per Semester	20000	30000	20000	30000	20000	30000	18000	25000	18000	25000	18000	25000
University Registration Fee	Once Only	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000
Library Security (Refundable)	Once Only	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000
Examination Fee	Per Semester	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
Masjid Fund	Per Semester	500	500	500	500	500	500	500	500	500	500	500	500
Science Lab Charges	Per Semester	0	0	0	0	0	0	4000	4000	4000	4000	4000	4000
Sports Fund	Per Semester	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000
Computer Fund	Per Semester	4000	4000	4000	4000	4000	4000	1000	1000	1000	1000	1000	1000
University Other Funds/charges	Per Semester	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
Total (Semester-I)	Total Fee	44500	54500	44500	54500	44500	54500	43500	50500	43500	50500	43500	50500
Total (Semester-II & onwards)		33500	43500	33500	43500	33500	43500	32500	39500	32500	39500	32500	39500

1. All Government taxes will be applicable including withholding Income tax per year from all those studnets whose annual fee / dues is above the limit.

2. If duration of study is extended due to any reason, the fee shall be charged at the same rate.

# University of Mianwali

## Fee Structure For BS Programms

		Mathematics		Physics		Psychology		Islamic Studies & Arabic		Economics		BioTechnology	
Details	To be Paid	BS		BS		BS		BS		BS		BS	
		Reg	S.S	Reg	S.S	Reg	S.S	Reg	S.S	Reg	S.S	Reg	S.S
Admission Fee	Once Only	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
Tuition Fee	Per Semester	18000	25000	18000	25000	18000	25000	18000	25000	18000	25000	18000	25000
University Registration Fee	Once Only	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000
Library Security (Refundable)	Once Only	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000
Examination Fee	Per Semester	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
Masjid Fund	Per Semester	500	500	500	500	500	500	500	500	500	500	500	500
Science Lab Charges	Per Semester	0	0	4000	4000	0	0	0	0	0	0	4000	4000
Sports Fund	Per Semester	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000
Computer Fund	Per Semester	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000
University Other Funds/charges	Per Semester	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
Total (Semester-I)	Total Fee	39500	46500	43500	50500	39500	46500	39500	46500	39500	46500	43500	50500
Total (Semester-II & onwards)		28500	35500	32500	39500	28500	35500	28500	35500	28500	35500	32500	39500

1. All Government taxes will be applicable including withholding Income tax per year from all those studnets whose annual fee / dues is above the limit.

2. If duration of study is extended due to any reason, the fee shall be charged at the same rate.

# University of Mianwali

## Fee Structure For BS Programms

Details	To be Paid	Software Engineering		International Relation		Microbiolgy	
		BS	BS	BS	BS	BS	BS
		Reg	S.S	Reg	S.S	Reg	S.S
Admission Fee	Once Only	4000	4000	4000	4000	4000	4000
Tuition Fee	Per Semester	20000	30000	18000	25000	18000	25000
University Registration Fee	Once Only	5000	5000	5000	5000	5000	5000
Library Security (Refundable)	Once Only	2000	2000	2000	2000	2000	2000
Examination Fee	Per Semester	4000	4000	4000	4000	4000	4000
Masjid Fund	Per Semester	500	500	500	500	500	500
Science Lab Charges	Per Semester	0	0	0	0	4000	4000
Sports Fund	Per Semester	1000	1000	1000	1000	1000	1000
Computer Fund	Per Semester	4000	4000	1000	1000	1000	1000
University Other Funds/charges	Per Semester	4000	4000	4000	4000	4000	4000
Total (Semester-I)	Total Fee	44500	54500	39500	46500	43500	50500
Total (Semester-II & onwards)		33500	43500	28500	35500	32500	39500

1. All Government taxes will be applicable including withholding Income tax per year from all those studnets whose annual fee / dues is above the limit.
2. If duration of study is extended due to any reason, the fee shall be charged at the same rate.

# University of Mianwali

## Fee Structure for M.Phil Programms

		Business Administration	English	Islamic Studies	Botany	Zoology
Details	To be Paid	MS/Mphil	MS/Mphil	MS/Mphil	MS/Mphil	MS/Mphil
		Reg	Reg	Reg	Reg	Reg
Admission Fee	Once Only	5000	5000	5000	5000	5000
Tuition Fee	Per Semester	40000	40000	40000	40000	40000
University Registration Fee	Once Only	5000	5000	5000	5000	5000
Library Security (Refundable)	Once Only	2000	2000	2000	2000	2000
Examination Fee	Per Semester	5000	5000	5000	5000	5000
Masjid Fund	Per Semester	500	500	500	500	500
Science Lab Charges	Per Semester	0	0	0	6000	6000
Sports Fund	Per Semester	1000	1000	1000	1000	1000
Computer Fund	Per Semester	1000	1000	1000	1000	1000
University Other Funds/charges	Per Semester	4000	4000	4000	4000	4000
Total (Semester-I)	Total Fee	63500	63500	63500	69500	69500
Total (Semester-II & onwards)		51500	51500	51500	57500	57500

1. All Government taxes will be applicable including withholding Income tax per year from all those studnets whose annual fee / dues is above the limit.

2. If duration of study is extended due to any reason, the fee shall be charged at the same rate.



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