



# STUDENT HANDBOOK

ISLAMABAD COLLEGE FOR GIRLS (POST  
GRADUATE)-MARGALA,F-7/4,ISLAMABAD



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**ISLAMABAD MODEL COLLEGE FOR GIRLS  
(POST-GRADUATE)-MARGALA  
F-7/4, ISLAMABAD**

**43 YEARS OF EXCELLENCE**

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## **FATHER OF THE NATION QUAID-E-AZAM MUHAMMAD ALI JINNAH**



**"Develop a sound sense of discipline, character, initiative and a solid academic background. Devote yourself whole-heartedly to your studies, for that is your first obligation to yourselves, your parents and to the State. You must learn to obey for only then you can learn to command."**

**Islamia College, Peshawar , April 12<sup>th</sup> 1948.**

## **THE VISIONARY SEER Dr.ALLAMA MUHAMMAD IQBAL**

**" Traveller! the soul dies of dwelling at rest ,  
it becomes more alive by perpetual soaring.  
Delightful, it is to travel along with the stars,  
delightful,not to rest one moment on the journey."**



# VISION

**Character building, inculcating a sense of responsibility, integrity and selfless service to the nation.**

# MISSION

**Beginning in the classroom with exposure to new ideas, new ways of understanding, and new ways of imbibing knowledge, students embark on a journey of intellectual transformation. The institution aspires to be a knowledge-driven organization with learning conducive environment using latest audiovisual aids thus facilitating a technology-integrated classroom. Through the fine tuning of interactive teaching methodology, students' mettle is shaped and further molded thus preparing them to take up the challenges of future as responsible citizens.**

# THE PATH FINDERS

## GALAXY OF ICONS

“Founders never leave our memories for they are the Path Finders. They leave indelible footprints on our minds!”



**Mrs. Khalida Masood Ali**  
The Founding Head  
19-5-1982 to 3-3-1987



**Mrs. Farhat Mujtaba**  
3-3-1987 to 11-12-1991 &  
24-8-1998 to 10-10-2003



**Mrs. Nikhat Moazzam Ali**  
11-12-1991 to 24-8-1998



**Mrs. Dr. Ferre Nahid**  
11-10-2003 to 2-3-2007





Mrs. Samina Shamim  
3-3-2007 to 31-12-2008



Mrs. Khadija Javed  
31-12-2008 to 7-8-2016



Mrs. Ghazala Khalid  
8-8-2010 to 24-11-2012



Mrs. Firdous Fatima  
1-2-2013 to 8-3-2017



Mrs. Farkhanda Ishtiaq  
7-3-2018 to 28-7-2020

" PIONEERS ALWAYS PAVE THE  
WAY WITH HARDWORK, DILIGENCE  
AND SACRIFICES. "



Mrs. Sualeha Jabeen  
23.06.2017 to 07.3.2018  
29.7.2020 to 22.04.23

## TORCH BEARER OF MARGALA

Success and failure are a part of life. Never surrender to failures but keep working hard: another academic year is all set to begin a new chapter. Work harder, focus stronger and you will be able to accomplish the impossible. Trust the magic of new beginnings!



Mrs. Ayesha Kayani  
(May 8<sup>th</sup> 2023 onwards)

## PRINCIPAL'S MESSAGE

Dear Students,

Welcome to Islamabad Model College for Girls (Post-Graduate-Margala), F-7/4, Islamabad. I am Principal Ayesha Kayani, and I am delighted to welcome you to our vibrant academic community.

As you embark on this new academic journey, I want to assure you that our college is committed to providing a nurturing environment that fosters academic excellence, personal growth, and character development. Our dedicated faculty and staff are here to support you every step of the way, helping you to unlock your full potential and achieve your goals.

In the pages of this prospectus, you will find valuable information about our college's policies, programs, and activities. I encourage you to read it carefully and take advantage of the many opportunities available to you.

If you have any questions or concerns, please do not hesitate to reach out to us. We are always here to help.

I wish you all the best for a successful and fulfilling academic year.

Sincerely,

Principal Ayesha Kayani



# CONTENTS

## **CHAPTER I: PREAMBLE**

- A: PROFILE
- B: AMENITIES
- C: FACULTY
- D: ADMINISTRATIVE STAFF
- E: PHYSICAL FACILITIES

## **CHAPTER II: ADMISSION**

- A: ADMISSIONPOLICY
- B: LATE ADMISSION
- C:MIGRATION
- D: FOREIGN STUDENTS
- E: GENERAL INSTRUCTIONS
- F: ADMISSION PROCESS

## **CHAPTER III: SCHEME OF STUDIES**

- A: INTERMEDIATE
- B: BS
  - BS MASS COMMUNICATION
  - BS ENGLISH

## **CHAPTER IV: FEE RULES**

- A: FEE RULES
- B: RATE OF FEE AND FUNDS
- C: FEE CONCESSIONS/STIPENDS
- D: BS FEE STRUCTURE

## **CHAPTER V: DISCIPLINE**

- A: CODE OF CONDUCT FOR STUDENTS
- B: COLLEGE UNIFORM

## **CHAPTER VI: ATTENDANCE**

- A: ATTENDANCE RULES
- B: LEAVE RULES

## **CHAPTER VII: EXAMINATION**

- A: INTERNAL EVALUATION
- B: EXAMINATION SCHEDULE
- C: ELIGIBILITY FOR PUBLIC EXAMINATION
- D: COLLEGE AWARDS
- E: BUS ROUTES
- F:CALENDAR OFACTIVITIES

# CHAPTER I: PREAMBLE

## A: COLLEGE PROFILE

# Founded in 1982

#Upgraded to Postgraduate level in 2002 with the inclusion of Mass Communication Department

#Affiliated with Quaid-e-Azam University in 2012

#Inauguration of BS English Program as a joint venture of QAU & HEC in 2019

## B: AMENITIES

#2 comprehensive and well-stocked

#Libraries State-of-the-art Computer Labs

#Well-equipped Science Labs

#Gymnasium

#Mosque

#Cafeteria

#A fleet of Buses

#Water Filtration Plant

#Separate block for BS Mass Communication with latest Media Labs and Radio Transmission; Voice of Margala (VOM)

#Conference Room

#Fully Equipped Podcast Room

#Separate block for BS English (Under Construction)

# C. FACULTY

## PRINCIPAL

Ms. Ayesha Kayani  
M.Sc.(Applied Psychology)  
University of the Punjab  
B.Ed., M.Ed. (AIOU)  
PGD(NIH) (Speech and LanguageTherapy)

## VICE PRINCIPAL

Ms Kahkashan Sohail  
M. Sc, M. Phil (QAU)

## DEPARTMENT OF APPLIED PSYCHOLOGY

### Assistant Professor

1. Ms Nagina Safdar  
M. Sc (Punjab), M. Phil (QAU), B. Ed (AIOU)

### Lecturer

1. Ms. Zahida Khalid  
BS (Silver Medalist) (IU Bahawalpur)  
MS Clinical Psychology (GCU)

## DEPARTMENT OF ARABIC

### Assistant Professor

1. Ms. Farhat Habib  
M.A (NUML), B. Ed (AIOU)

## DEPARTMENT OF BIOLOGICAL SCIENCE

### Assistant Professors

1. Ms. Sumaira Anwar  
M. Sc (Arid)
2. Ms. Sidra Saleem, Botany  
M. Sc (Sindh), BS (Gold Medalist - Jamshoro)
3. Ms. Rehana Mirza, Biology  
M. Sc, B. Ed (Gomal)

## DEPARTMENT OF CHEMISTRY

### Associate Professor

1. Ms. Misbah Aamir  
M.Sc (QAU), M.A EPM(AIOU)

### Assistant Professors

- 1 Ms Nasreen Bano  
M. Sc (Peshawar), M. Ed (AIOU)
2. Ms Somia Khattak  
M. Sc, M. Phil (Peshawar)

## DEPARTMENT OF COMPUTER SCIENCE

### Assistant Professors

1. Ms Nabila Naeem  
M. Sc(Gomal)
2. Ms. Faiza Zaidi  
M. Sc (Punjab), MS (AIOU)

### Lecturer

1. Ms. Zakiah Sarwar  
BS (SBK, Quetta)

## DEPARTMENT OF ECONOMICS

### Assistant Professors

1. Ms. Sabrina Dogar  
M. Sc (IIUI), B. Ed, M.Ed (AIOU)
2. Ms. Qudsia Fatima  
M. Sc, B. ScHons (IIUI)

## DEPARTMENT OF EDUCATION

### Assistant Professor

1. Ms. Darakhshan Fatima  
M.A (NUML), B.Ed (AIOU)

## DEPARTMENT OF ENGLISH

### Associate Professor

1. Ms. Shazia Shakeel  
M.A(Punjab)

### Assistant Professors

1. Ms. Iffat Nazir  
M.A (IIUI)



2. Ms. Kaukab Qabool  
M.A English, M.A Urdu, B. Ed  
(UOP) PGD TEFL (NUML)
3. Ms. Hajra Karim  
M.A (QAU), B. Ed(AIOU)
4. Ms. Almas Barkat  
M.A (Punjab), PGD TEFL (AIOU)
5. Ms. Muneeba Babar  
M.A, B. Ed (Punjab), MS (FU), PGD TEFL  
(AIOU)
6. Ms. Samina Noreen  
M.A (Punjab), M. Phil (IIUI), B. Ed (AIOU)

**Lecturer**

1. Ms. Mahrukh Khan  
M.A. English(NUML)

**DEPARTMENT OF FINE ARTS**

**Lecturer**

1. MsNayabRizwan  
MFA (Gold Medalist - FJWU)

**DEPARTMENT OF GEOGRAPHY**

**Lecturers**

1. Ms. Sara Batool Kazmi  
M. Sc (Punjab), M. Ed, B. Ed (AIOU)
2. Ms. Lamiya  
M.Sc (University of Balochistan)  
M.Phil (BU), B.Ed (AIU)

**DEPARTMENT OF HEALTH & PHYSICAL  
EDUCATION**

**Lecturer**

1. Ms. Aafia Asghar  
M. Sc (Gold Medalist - BZU), M. Phil  
(Faisalabad)  
M. Ed, B. Ed (AIOU)

**DEPARTMENT OF HISTORY**

**Lecturer**

1. Ms. Ismat Bibi  
M.A (Sargodha), B.Ed (AIOU)

**DEPARTMENT OF HOME  
ECONOMICS**

**Lecturer**

1. Ms Nadia Mobeen

M. Sc Food & Nutrition(Punjab)  
**DEPARTMENT OF ISLAMIC STUDIES**

**Associate Professor**

1. Ms. Fehmida Qamber  
(Punjab)

**Assistant Professors**

1. Ms. Suaad Afzal  
M.A, B. Ed (Punjab), M. Ed (AIOU)
2. Ms. Rabia Sultana  
M.A, M. Phil (IIUI), M.A Arabic (Punjab)  
B. Ed (AIOU)
3. Ms Ghazala Jamali  
M.A (Sindh University)

**DEPARTMENT OF JOURNALISM & MASS  
COMMUNICATION**

**Associate Professor**

1. Dr. Ambreen Saba  
M.A (Karachi), Ph. D (IUB)

**Assistant Professors**

1. Ms. Yasmeen Shahab  
M. Sc (FJWU)
2. Ms. Maira Shafaq  
M. Sc (UAAR), B. Ed (AIOU)
3. Ms. Memoona Ahmad  
M. Sc (UAAR)

**DEPARTMENT OF LIBRARY & INFORMATION  
SCIENCES**

**Lecturer**

1. Ms. Sumaira Gul  
M.A (Peshawar), B. Ed (AIOU)

**Librarian**

1. Ms. Farhat Waqar  
MLIS (Karachi)

**DEPARTMENT OF MATHEMATICS**

**Assistant Professors**

1. Ms. Asia Noor  
M. Sc (Punjab), M. Phil, M. Ed (AIOU), B. Ed  
(Punjab)
2. Ms. Saleha Javaid  
M. Sc (Punjab), MS (COMSATS)  
M. Ed (AIOU), B. Ed (Air University)

**Lecturer**

1. Ms. Wasim Kausar

M.Sc (QAU), M.Phil, B.Ed (AIOU)

**DEPARTMENT OF PAKISTAN STUDIES****Assistant Professor**

1. Ms. Arshi Naureen

M. Sc, M. Phil (QAU), B. Ed (AIOU)

**Lecturers**

1. Ms. Sadia Zia

M. Sc, M. Ed (AIOU), B. Ed (EU, Lahore)

2. Ms. Qurat-ul-ain Jafeer

BS. History (Gold Medal) (IIUI)

M.Phil Pakistan Studies (QAU)

**DEPARTMENT OF PERSIAN****Assistant Professor**

1. Dr. Asiya Muhammad Ullah

M.A (Balochistan), Ph. D (University of Tehran)

**DEPARTMENT OF PHYSICS****Associate Professor**

1. Ms. Iram Akhter

M.Sc (SU), B. Ed (PU)

**Assistant Professors**

1. Ms Irum Riasat

M.Sc (QAU), B. Ed (AIOU)

*(Ex-Pakistan Leave)*

2. Ms. Saima Andaleeb

M. Sc (QAU), B. Ed (AIOU)

3. Ms. Nargis Gul Yousafzai

M.Sc (Peshawar), B. Ed (Punjab)

**DEPARTMENT OF POLITICAL SCIENCE****Associate Professor**

1. Ms Shazia Kabir

M.A (Peshawar University), B.Ed. (AIOU)

*On temporary duty at IMCG F.11/3, Islamabad*

**Assistant Professor**

1. Ms. Hina Irfan *(On Deputation)*

M.A IR & PS (Peshawar)

**Lecturer**

1. Ms. Hoor Hayat *(On Deputation)*

M.A (Peshawar)

**DEPARTMENT OF SOCIOLOGY****Lecturer**

1. Ms. Bushra Khan

BS (Hons) (Gold Medalist)

M.Phil (GCU)

**DEPARTMENT OF STATISTICS****Assistant Professors**

1. Ms. Naheed Khan

M.Sc (UAAR), B. Ed (AIOU)

2. Ms. Rukhsana Shaheen

M.Sc (QAU), B. Ed (AIOU)

3. Ms. Saira Bibi

M.Sc (Peshawar University)

M.Phil (Riphah), B.Ed (AIOU)

**Lecturer**

1. Ms. Tehseen Haider

M.Sc, B.Ed (Gold Medalist - AJK)

**DEPARTMENT OF URDU****Associate Professors**

1. Dr. Shazia Sadaf

M.A, Ph. D (Punjab), B. Ed (AIOU)

*On temporary duty at IMCG F.11/3, Islamabad*

2. Ms. Farah Mukhtar Shakir

M.A (Punjab), B. Ed (AIOU)

**Assistant Professor**

1. Dr. Shahnaz Parveen

M.A, B. Ed (BZU), Ph. D (IIUI)

**Lecturer**

1. Ms. Memoona Insar

M.A (Punjab), B. Ed (AIOU)

## D. ADMINISTRATIVE STAFF

1. Mr. Muhammad Zaheer  
Bursar
2. Syed Wasif Ali Zaidi  
Superintendent  
*On temporary duty at FDE, Islamabad*
3. Mr. Qaiser Akram  
Stenographer  
*On temporary duty at FDE, Islamabad*
4. Ms Uzma Sufian  
Assistant
5. Ms. Zaib-un-Nisa  
Assistant
6. Ms. Uzma Sufyan  
Assistant
7. Mr. Waheed Anwar  
Head Clerk
8. Ms. Mehnaz Raza  
Computer Lab InCharge
9. Ms. Albina Tauqeer  
Library Assistant
10. Ms. Attiya Yasmeen  
Library Assistant
11. Mr. Zareef Khan  
UDC
12. Mr. Muhammad Naveed  
LDC, *On temporary duty at FDE*
13. Mr. Raja Ammar Ali  
LDC, *On temporary duty*
14. Mr. Mushtaq Ali  
LDC
15. Mr. Syed Saqib Abbas  
LDC
16. Ms. Nadia Tahir  
LDC
17. Ms. Ayesha  
LDC

18. Mr Irfan Sabir  
LDC
19. Mr Wazir Zulfiqar  
LDC/Caretaker
20. Ms. Aneeqa Khalil  
Lab Assistant
22. Mr. Tariq Nawaz  
Lab Assistant
23. Ms Zakia Begum  
Lab Assistant
24. Mr. Shaukat Ali  
Lab Assistant
25. Mr. Aamir Bashir  
Lab Assistant
26. Ms. Aalia Amir  
Lab Assistant
27. Ms. Nargis Bibi  
Lab Assistant
28. Ms. Ghulam Fatima  
Lab Assistant
29. Ms. Qamar Shagufta  
Lab Assistant
30. Ms. Shama Bashir  
Lab Assistant
- On temp. duty at IMCG Humak*
31. Ms. Humera Syed  
Lab Assistant
32. Mr. Tariq Mehmood  
Driver
33. Ms. Saima Ahmad  
Comp. Lab Attendant
34. Ms. Mussarat Jabeen  
Library Attendant
35. Mr. S. Usama Shah  
Library Attendant
36. Mr. M. Siddique  
Laboratory Attendant
37. Ms. Beenish Nawaz  
Laboratory Attendant



38. Mr. Abdullah Ahmed  
Laboratory Attendant
39. Mr. Amjad Parvez  
Ground man
40. Ms.Nargis Bibi  
Sanitary Worker
41. Mr. Azam Masih  
Sanitary Worker
42. Ms. Ambreen Prince  
Sanitary Worker
43. Mr. Amir  
Sanitary Worker
44. Mr. Basharat David  
Sanitary Worker
45. Ms Saima Amir  
Sanitary Worker
46. Mr. Abdul Jabbar  
Gate Keeper
47. Mr. Naseer Ahmed  
Gate Keeper
48. Mr. M. Ashraf  
Conductor
49. Ms. Rashida  
Qamar  
Naib Qasid
50. Mr. Tauseef  
Awan  
Naib Qasid
51. Mr. Kamran  
Raza  
Naib Qasid
52. Mr. Maratab Ali  
Naib Qasid

## **E. PHYSICAL FACILITIES**

### **1. COLLEGE LIBRARIES:**

There are two comprehensive libraries in the premises that are stocked with over 20,000 books which cater to the requirements of teaching faculty/students, up to Postgraduate level in the disciplines of Humanities, Journalism, Social and Natural Sciences. The Library is currently being computerized.

To facilitate a conducive learning environment, there is a separate Reading Room for individual study.

Students are strictly advised to observe complete SILENCE in the library.

Upon the initiative of the Secretary, MoFEPT, the libraries are open for all students to empower their minds and facilitate learning-conducive milieu in the college.

### **2. BOOK BANK:**

A Book Bank has been formulated that issues text books for a period of one year to assist less privileged students. Upon expiry of the specified time, the books are returned.

### **3. THREE COMPUTER LABORATORIES:**

The College comprises three latest fully resourced computer laboratories to cater to technology integrated teaching sessions/online classes/exams.

Various Wi-Fi connections are installed within the premises to facilitate the Academic Faculty. In addition to this, there is a fully equipped IT Room where the main network is installed.

The College is the pioneer among the ICT colleges to inaugurate online classes promptly at the onset of Corona Crisis.

### **4. SCIENCE LABORATORIES:**

The college boasts well-equipped science labs with latest technology integrated teaching aids.

Voice of Margala: Since its launch on March 3<sup>rd</sup> 2011, the transmission of “Voice of Margala” is being aired on daily basis from 10 am -11 am.

### **5. INFIRMARY:**

Upon the initiative of the Secretary, MoFEPT an ideally stocked infirmary/first aid room caters to any emergent minor injuries/ailments. Facilities include stretcher, wheelchair, bed and blankets, thermometer, sphygmomanometer, glucometer, heaters, van as well as trained nurse. However, no pill/oral medication is administered for fear of allergies.

## **6. COLLEGE TRANSPORT:**

Six buses, one coaster and three vans comprise the college transport facility. Bonafide students of the college residing in Islamabad may apply for the same on prescribed bus forms.

Students availing the bus facility are required to carry bus passes on their person. Any kind of indiscipline/misbehavior or damage to the bus shall be treated as a case of serious misconduct resulting in expulsion or penalty.

## **7. PHOTOCOPYING FACILITY:**

For the convenience of students/faculty, the college has arranged a photocopying facility within the premises where stationery items are also available

## **8 .IT PARK:**

Pakistan Software Export Board has graciously donated the state of the art IT-Park equipped with all latest networking facilities for future enterprises

## **9.CO-CURRICULAR ACTIVITIES:**

### **i. INDOOR GAMES:**

A spacious gymnasium caters to all indoor games.

The College has presently inaugurated a gymnasium for the fitness of students.

The College has a tennis court specifically for tennis playing students.

Each year, Team Margala participates and wins various Intercollegiate and Interuniversity tournaments organized under the banner of Federal Board/Quaid-e-Azam University/Federal Directorate of Education.

Annual Sports Day is annually organized where, in addition to various outdoor competitions, the winning teams/students are awarded prizes. Interclass competitions are also organized in the College and prizes/trophies are awarded to the winners on Annual Sports Day.

### **ii. SENIOR GIRL GUIDES:**

The Senior Girl Guides training program inculcates in the young minds devotion, cooperation, comradeship, self-sacrifice, dignity of labor and zeal to serve humanity in the true Islamic spirit.

## **10.COLLEGE MAGAZINE:**

The College Magazine “*Aaghi*” is published under the patronage of the Principal. The English and Urdu sections of the magazine have separate editorial boards, each comprising student editors and advisory members from the teaching staff. The objective of the Magazine is to encourage creative and original writing in diverse literary pursuits.



## **11. MULTIFARIOUS ASSOCIATIONS:**

### **i. ACADEMIC COUNCIL:**

The College Academic Council, comprising senior members of the faculty and the Principal; the Chairperson of the Council, is the supreme body in all matters regarding academics, awards and prizes, maintaining discipline and order in the college as well as other matters concerning students. All core decisions are taken by the council.

The Council meets during the academic year as often as an occasion demands. Decisions taken by it in all matters are binding on the students concerned.

### **ii. CAREER COUNSELLING/GUIDANCE:**

To facilitate the students in their choice of career and to solve their academic and developmental problems, a counseling and guidance cell has been established under the patronage of the Principal, who is assisted by senior and experienced faculty members. Moreover, during Summer vacation and towards the conclusion of academic year several universities of universal repute conduct their Orientation Sessions for students' facilitation.

### **iii. COLLEGE STUDENTS' COUNCIL:**

The College Students' Council operates under the guidance of the Principal and is managed by senior faculty members. It organizes various interclass and intercollegiate events. Ample opportunities are provided to students to exhibit their latent talents in diverse co-curricular activities and competitions.

### **iv. COLLEGE MANAGEMENT COMMITTEE(CMC):**

Keeping in view the welfare and interest of the students, parents, teachers and society in general, a College Management Committee is constituted.

The elected/nominated members of the CMC hold office for a period of two years only.

No faculty member will contest for a CMC office from her own institution as a parent.

No parent can be an office bearer for more than one term.

# CHAPTER II: ADMISSION

## A.ADMISSION POLICY FOR THE SESSION 2025-2026 FOR INTERMEDIATE/BS

The College strictly adheres to the Admission Policy as laid out by the Federal Directorate of Education and Quaid-e-Azam University.

### INTERMEDIATE

#### 1. Basic Eligibility:

Daughters of the people belonging to the following categories will be eligible for admission to all seats except those reserved for FATA/FANA Domicile:

- a) Federal Government employees residing in Islamabad and Rawalpindi
- b) Residents of Islamabad Capital Territory
- c) Diplomats stationed at Islamabad

A candidate who has passed her last examination from an institution not located in Islamabad and Federal Area shall provide residence certificate from Estate Office/CDA or any other valid legal document (CNICs or Utility Bills indicating residential address of parents) in support of her claim. Admission to class XI will be determined on merit as per allocation of seats given below:

#### 2. Intake Capacity:

S. No.	Groups	No. of Seats
A	Humanities (Total)	500
II	Science (Total)	950
i	Pre-Medical	400
ii	Pre-Engineering	250
iii	General Science (With Computer)	200
iv	General Science (Without Computer)	100
	Total Seats Humanities and Science	1450

#### 3. Seats Allocation:

S. No.	Quota	Percentage
I	Open Merit	92%
Ii	FATA/FANA/GB	03%
Iii	Disabled	02%
Iv	Sports	03%
V	Daughters of Teachers/Employees of the Institutions	01% seats in every institution in the order of merit amongst themselves (over and above the aforementioned quota)

vi	Transfer Cases	02% (for HSSC) &1% (for BS) over and above the aforementioned quota) (Within the ICT, no transfer cases are allowed.)
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#### 4. Minimum Marks for Each Discipline:(Minimum Eligibility Criteria for Submission of Admission Form)

S. No.	Groups	Percentage
i	Pre-Engineering	65%
ii	Pre-Medical	65%
iii	General Science	60%
iv	Humanities	45%

THE MINIMUM MARKS MAY BE REVIEWED IN CASE SUFFICIENT APPLICATIONS ARE NOT RECEIVED IN A PARTICULAR DISCIPLINE.

#### 5. Re-Admission:

- If a student's name is struck off the rolls of the College or she is rusticated/expelled, it shall be immediately reported to the Board/University.
- If a student's name is struck off due to a reason other than misconduct/disciplinary or moral grounds/shortage of attendance, she may be readmitted to the same class (courses) in the same academic year **subject to the approval of the Principal concerned.**
- Re-admission to the same program (discipline) may take place, beginning next year in the same or another affiliated college,**subject to the approval of the Principal concerned.**

#### B. Late AdmissionCases:

1. **Intermediate:** The parents and the students will have to undertake that any technical requirement such as registration with the relevant board, shortage of attendance, courses already covered etc. would be the sole responsibility of the applicant.

#### 2. BS Program:

- According to the HEC requirement, the BS program shall be offered in Fall 2025subject to approval of the HEC/QAU.
- Late admission shall only be allowed under special circumstances by the Vice-Chancellor QAU upon satisfactory reasons narrated in the recommendations of the Principal concerned.
- No student shall be enrolled in the BS program after the respective admission deadline. (LDRA+45 days)
- The maximum age limit for admission to BS is 22 years. Anyone beyond this age shall not be eligible unless granted relaxation by the Vice -Chancellor QAU on the recommendations of the Principal concerned under special circumstances.



### **C. Migration Cases (For All Classes):**

Cases of migration (inter-city & inter-province), with special reference to the daughters of Federal Government employees on transfer, will be accommodated any time during the academic session, subject to the following condition: availability of the seats in a particular discipline provided that the merit is not compromised.

#### **Following Documents shall be required:**

- a. A copy of father's transfer letter
- b. Character and school/college leaving certificate from the head of the institution last attended
- c. Attendance and academic record from the institution last attended
- d. Migration certificate from the Registrar/Secretary of the previous Board
- e. Registration/Enrolment of the Board/University from which the student migrated
- f. Certificate/Receipts showing the payment of the school/college fee and period for which payment is made

**The student are advised to choose subject combination carefully as there shall be no combination change once chosen.**

### **D. Foreign Students:**

Female students of foreign nationalities may also get enrolled in the College as regular students. However, their applications for admission should be routed through the Ministry of Education, Islamabad. Initially, admission is granted on a provisional basis. Confirmation depends upon the decision taken by the Equivalence Committee of the IBCC/University on the basis of examinations passed by the students in their respective countries. All rules and regulations of the College, as specified in the College Prospectus and those notified from time to time, are equally applicable to foreign students.

### **E. GENERAL INSTRUCTIONS FOR ADMISSION PROCEURE:**

- a. The academic session for the Intermediate classes is determined by the Federal Board of Intermediate and Secondary Education, Islamabad and for the BS program, by the Quaid-e-Azam University. Generally, it commences in the middle of August each year and ends in May next year.
- b. A candidate domiciled in FATA/FANA will not contest a seat reserved against the allocated quota if she has qualified SSC/HSSC from any institution outside the territorial jurisdiction of FATA/FANA. However, after the admission process has been completed, in case there are any vacant seats under this category, admission may be granted to applicants with FATA/FANA domicile.
- c. Top three position holders from any Board will be eligible for admission to all levels i.e. FA/FSc, BS, in their respective disciplines, regardless of the basic eligibility criteria i.e. proof of residence.
- d. Students seeking admission against sports quota should have participated in sports activities at the Board level. They are required to submit an authenticated certificate issued from the relevant Board certifying their claim along with the application form. Merit within the sports quota will be determined after addition of points obtained, as per following criteria to the total marks obtained by the applicant in the respective examination.

**S#Criteria**

Points

1. 1 <sup>st</sup> prize/champion in an individual/team event at Board level	10
2. 2 <sup>nd</sup> prize/Runner up in an individual/team event at Board level	07
3. 3 <sup>rd</sup> prize/Runner up in an individual/team event at Board level	05
4. Participation in an individual/team event at Board level	03
5. Representation at National level as a team member or in an individual event at Board level	10

e. If any seat(s) against any quota is not fully utilized due to non-availability of eligible candidates, it will be transferred to the Open Merit Quota. However, proper documentation of transfer of each seat shall be made for verification initially by the Director concerned, to be finalized by the Director General.

f. Admissions shall be made only once in an academic year according to the schedule provided by the College/FDE/QAU after the declaration of results by the Examination Boards/Universities.

g. Candidates who seek admission after a gap of one or more years may be considered for admission. However, they will have to submit an affidavit of good conduct duly verified by the Head of the Institution last attended. Reason of the gap should also be clearly stated in the affidavit. Merit of such candidates will be determined after deducting five marks for each year of the gap from the total marks obtained.

h. Students who have passed Cambridge: GCE/O-Level/A-Level Examination/Diploma from Polytechnic will be eligible for admission, along with other candidates. Their merit will be determined on the percentage of marks obtained in their respective examinations and equivalence shall be determined by the Inter Board Committee of Chairman, Islamabad/University, whichever is applicable. A certificate to this effect is a prerequisite for admission at the level concerned.

i. Twenty marks will be added to the merit of Hafiz-e-Quran upon provision of a certificate of successful completion of the course from a registered/recognized institution.

j. Every successful applicant will submit an affidavit on legal stamp paper solemnly assuring the Principal that she will refrain from participating in politics or in any subversive activity during the time she is on the College rolls. Her parent/guardian will endorse this undertaking and further undertake that his/her ward would be liable for removal from the College rolls if she participates in politics or does not abide by the rules of the College.

k. In case any person other than the father/mother of the candidate is declared guardian, a proper Affidavit/Guardianship certificate will have to be submitted. Guardianship, other than grandparents, elder brother/sister and maternal/paternal uncles, shall not be accepted.

**F. Admission Process:**

1. Admission form is available in the college campus while the College Prospectus is available on college website.

2. The applicants, for admission to Intermediate courses, are required to submit the documents, mentioned as under, at the time of admission. All the required documents must be duly attested.

**DOCUMENTS REQUIRED AT THE TIME OF ADMISSION TO HSSC-I:**

1. SSC Mark Sheet (2copies)
2. Character Certificate (1copy)
3. Student's NIC/B Form (NADRA) (1copy)
4. Father's NIC (1copy)
5. Mother's NIC (1 copy)
6. Residential Proof (1copy)
7. 1 photograph of both parents/guardian (in case of Father's death) **at the time of admission/payment of fee**
8. 3 Photographs (blue background) **at the time of admission/payment of fee**
9. Original Migration Certificate (at the time of admission/payment of fee) for applicants who have passed SSC Examination from a Board other than Federal Board
10. Gap Certificate (in case of one year or more gap between SSC result & HSSC-I admission)
11. FG employment proof of parents if the candidate is a resident of Rawalpindi
12. Equivalence certificate for O-level
13. Prescribed Affidavit/Undertaking **at the time of admission/payment of fee**

**Whenever it is detected that an applicant has provided false information /forged documents, her admission is liable to be cancelled.**

**DOCUMENTS REQUIRED AT THE TIME OF ADMISSION TO BS:**

1. HSSC Mark Sheet (2copies)
2. SSC Mark Sheet (2copies)
3. Character Certificate (1copy)
4. NIC/B Form(NADRA)
5. Father's NIC (1copy)
6. FG employment proof of parents if the candidate is a resident of Rawalpindi
7. ResidentialProof
8. 1 photograph of both parents/guardian (in case of Father's death) **(at the time of admission/payment of fee)**
9. 4 Photographs with white background **(at the time of admission/payment of fee)**
10. Prescribed Affidavit/Undertaking

**9at the time of admission/payment of fee**

11. Original Migration Certificate (at the time of admission/payment of fee) for applicants who have passed HSSC Examination from a Board other than Federal Board
12. Equivalence certificate for A Level
13. Gap Certificate (in case of one year or more gap between HSSC result for BS I admission)

**No admission shall be granted in BS in case of a previous history of disciplinary violation.**

**Mobile Phones are strictly prohibited in the campus and if found, shall be confiscated.**

## CHAPTER III: SCHEME OF STUDIES

### CHAPTER III: SCHEME OF STUDIES

#### MEDIUM OF INSTRUCTION:

Students may opt for English or Urdu as their medium of instruction in the faculty of Arts. However, the medium of instruction for the faculty of Science will be English only.

#### A. HSSC-I (HUMANITIES/ SCIENCE):

##### Compulsory Subjects:

1. English Compulsory/English Advance	6Papers	550Marks
2. Urdu Compulsory/Pakistani Culture (for foreigners)/Urdu Salees in lieu of Urdu Compulsory	1Paper	100Marks
3. Islamic Education/Ethics (for Non-Muslim students only)/Pakistan Studies II Compulsory	1Paper	100Marks
4. Three Elective Subjects	1Paper	50Marks
	3Papers	300 Marks

#### HSSC-I:(HUMANITIES)SUBJECT COMBINATIONS OFFERED:

The students are advised to select one of the following combinations discreetly and carefully as no change will be allowed after the admission.

S. No.	Subject Combinations
1	Arabic Literature, Islamic Studies, History
2	Civics, History, Education
3	Persian Literature, Sociology, Health and Physical Education
4	Persian Literature, Education, Psychology
5	Statistics, Library Science, Geography
6	Sociology, Psychology, Outlines of Home Economics
7	Statistics, Economics, Geography
8	English Literature, Psychology, Fine Arts
9	English Literature, Psychology, Outlines of Home Economics
10	English Literature, Psychology, Statistics
11	Civics, History, Sociology



**NOTE:**

- i. English Literature and Fine Arts will be allowed only to those students who qualify the aptitude test at the time of admission.
- ii. The Principal shall have **the discretion to drop a certain subject/subject combination if the number of students is less than ten.**

**HSSC-I(SCIENCE)SUBJECT COMBINATIONS OFFERED:**

Any one of the combinations from the following groups may be selected. Each subject carries 100 marks. This selection should be made carefully as no change will be allowed after admission.

S. No.	Subject Combination	Group
1	Physics, Chemistry, Biology	Pre-Medical
2	Physics, Chemistry, Mathematics	Pre-Engineering
3	Mathematics, Physics, Computer Science	General Science
4	Mathematics, Statistics, Computer Science	General Science
5	Mathematics, Statistics, Physics	General Science (Without Computer)
6	Mathematics, Statistics, Economics	General Science (Without Computer)

**NOTE:**

- i. Only those students who have studied science at SSC level would be eligible for admission in HSSC-I(Science).
- ii. Owing to a limited number of seats in the subject of Computer Science, only those students securing 60% (aggregate) marks in SSC examination shall be allowed the subject.
- iii. In view of the limited number of seats in each elective subject, it may not be possible to accommodate candidates according to their choice, in which case, they will be asked to adjust their option according to the availability of seats. In certain subjects, they may also have to take aptitude tests.
- iv. The Principal shall have the discretion to drop a certain subject/subject combination if the number of students is less than ten.

**B. BS PROGRAMS:**

The College offers two degree awarding programs:

1. BS Mass Communication
2. BS English

**Duration of the Programs**

- a) The BS programs shall be of four years' duration, equally divided into eight regular semesters.
- b) Each regular semester shall be spread over eighteen weeks, 16 weeks for teaching and two weeks for the preparation and conduct of examinations.

## **RULES AND REGULATIONS FOR BS PROGRAM:**

### **1.Merit Criteria**

The merit shall be calculated as per criteria mentioned.

Matric/SSC/Equivalent: 30%

F.A/F.Sc/Equivalent: 70%

Merit = (MOM) / TM x 30% + (MOF) / TM x 70%

Where

MOM = Marks obtained in Matric or equivalent

MOF = Marks obtained in F.Sc or equivalent and TM=Total Marks

### **2.Merit List**

All the lists of selected candidates shall be displayed as per scheduled dates on the notice board as well as on the website of the college. No call letters are sent to the selected candidates.

Admission to one department shall not give a student the right to migrate to another department. Thus a candidate seeking admission in more than one program must apply to each program separately on a separate form.

### **3.Promotion & Probationary Period**

a) If a student scores CGPA (Cumulative Grade Point Average) less than 1.0 at the end of any semester during the program of studies, she shall be dropped from the College/University rolls. For first semester students, the GPA (Grade Point Average) at the end of the first semester would be considered for the above purpose. The CGPA at the end of any semester will be calculated on the basis of all courses registered up to that semester, including courses registered in the summer session(s) if any.

b) Whenever any student's CGPA is 1.0 and or more but less than 2.0, she shall be placed on probation.

c) A student shall be allowed three chances to remain on probation during the entire BS Program of Studies.

d) A student failing to achieve the required CGPA of 2.0 for the fourth time shall cease to be the student of the University. However, such a student may apply for an Associate Degree if eligible as per rules.

e) The student eligible to continue the study program and having failed in a compulsory course(s) shall have to repeat the course(s) whenever such course(s) is offered by the College in the regular semesters.

f) A student shall have to complete the BS Program within twelve regular semesters or six years.

### **4. Freezing of a Semester**

a) If a student, due to an unavoidable reason, is unable to pursue her studies in a particular semester, she may request for the freezing of the said semester. A student will not be allowed freezing of the first semester of her studies.

b) A student shall be allowed freezing of a semester (at the most two semesters) in her entire program of studies. The application must be submitted within 45 days from the commencement of classes. Only in exceptional circumstances of medical emergency of the student or fatality of an immediate family member, the University may allow freezing of semester after 45days.

c) Being allowed a semester-freeze, the student who has deposited/paid the tuition fee for the frozen semester, may request for a refund. In such case, the College shall deduct 25% of the tuition fee deposited and the remaining 75% shall be reimbursed to the student.

d) Being allowed a semester-freeze, the student has to complete the degree requirements within 06 years from the date of her first admission (including the period of semester(s) declared to have been frozen).

### **5. Cancellation**

In case a student applies for cancellation of her admission, the following shall be applicable:

a) The application must be recommended by the respective Principal.

b) There should be no outstanding dues.

c) If the student is in first semester, the request for the cancellation will be entertained within 60 days from the commencement of semester.

d) If the student is in other than the first semester and has never availed a chance, the request for the cancellation will be entertained within 60 days from the commencement of semester. If the student has availed a chance in the first three semesters, her request for cancellation will be

entertained only within 30 days from the commencement of semester.

e) The request for cancellation of admission will not be allowed after the 6<sup>th</sup> semester.

## 6. Evaluation

There shall be a system of evaluation of students' performance consisting of the following components:

- Assignments, term papers, quizzes, class participation, presentation and lab work (if applicable) etc. with a weightage of 25%
- Mid-Semester Examination of 1.5 - 3 hours' duration having weightage of 25% by the end of the 8<sup>th</sup> week of commencement of classes for each semester according to old scheme of studies and for Fall 2024 onwards semesters there shall be two sessional exams in one semester duration.
- QAU Terminal Examination of 03 hours' duration, having a weightage of 50% at the end of the semester

# C. BS MASS COMMUNICATION

## SCHEME OF STUDIES (w.e.f FALL 2023)

### First Semester

Code	Title	Credit Hours
IS-100	Islamic Studies	02
IS-103	Religious Studies	02
EN-100	Functional English	03
FR-101	Farsi Language (Arts & Humanities)	02
PY-100	Introduction to Psychology	03
MC-105	Introduction to Mass Communication	03
MC-104	Journalistic Language	03
Total Credit Hours:		<b>16</b>

### Second Semester

Code	Title	Credit Hours
PK-100	Constitution and Ideology of Pakistan	02
EC-103	Quantitative Reasoning-I	03
GE-100	Introduction to Geography	02
SO-100	Introduction to Sociology	03
MC-107	National and International Affairs	03
MC-108	Mass Media in Pakistan	03
Total Credit Hours:		<b>16</b>

**Third Semester**

<b>Code</b>	<b>Title</b>	<b>Credit Hours</b>
EN-200	Expository Writing	03
IT-100	Applications of Information & Communication Technologies	03
SW-100	Civic and Community Engagement	02
MC-202	Introduction to Broadcast Media	03
MC-211	Newswriting & Reporting	03
MC-215	Geography Journalistic Perspective	03
	Total Credit Hours:	<b>17</b>

**Fourth Semester**

<b>Code</b>	<b>Title</b>	<b>Credit Hours</b>
EC-203	Quantitative Reasoning–II	03
MS- 100	Entrepreneurship	02
AS-200	Introduction to Biology	03(2+1)
MC-207	Media Ethics & Law	03
MC-216	Digital Media	03
MC-305	News Page Designing	03
	Total Credit Hours:	<b>17</b>

**Fifth Semester**

<b>Code</b>	<b>Title</b>	<b>Credit Hours</b>
SO-200	Foundation of Social Work	03
MC-210	Research Methodology-I	03
MC-303	Online Journalism	03
MC-316	Media Management	03
MC-315	Communication Theories	03
	Total Credit Hours:	<b>15</b>

**Sixth Semester**

<b>Code</b>	<b>Title</b>	<b>Credit Hours</b>
GS-200	Introduction to Gender Studies	03
MC-301	Research Methodology-II	03
MC-307	Principles of Public Relations	03
MC-308	Principles of Advertising	03
MC-309	Editorial, Feature Column writing	03
MC-311	Development Support Communication	03
	Total Credit Hours:	<b>18</b>



**SEMESTER-VII (SPECIALIZATION)**

For Seventh and Eight Semesters every Student will have to opt for any of the following **TWO** Specializations.

1. Electronic Media Radio & Television (I)
2. Print Media (II)
3. Public Relations and Advertisement (III)
4. Development Support Communication (IV)

<b>SEMESTER-VII</b>				
<b>S. No</b>	<b>Subject Code</b>	<b>Title of Subject</b>	<b>Course Type</b>	<b>Credit hours</b>
1	MC401	Electronic Media: I (Radio News Production specialized sequence-I)	Subject Specific	03
2	MC402	Television News Production (Specialized Sequence -I)	Subject Specific	03
3	MC403	Print Media-I Advance Reporting (Specialized sequence -II)	Subject Specific	03
4	MC404	II. Magazine/Book Production (Specialized Sequence-II)	Subject Specific	03
5	MC405	Public Relation-I (Specialized sequence- III)	Subject Specific	03
6	MC406	Advertising-I(Specialized sequence- III)	Subject Specific	03
7	MC407	Development Support Communication ( -IV)	Subject Specific	03
8	MC408	Development Journalism	Subject Specific	03
10		Field Experience/Internship		03
		<b>Total credit hours</b>		<b>15</b>

**SEMESTER-VIII(SPECIALIZATION)**

<b>SEMESTER-VIII</b>				
<b>S. No</b>	<b>Subject Code</b>	<b>Title of Subject</b>	<b>Course Type</b>	<b>Credit hours</b>

1	MC410	Electronic Media I. Radio Program Production(specialized sequence–II)	Subject Specific	03
2	MC411	Television Program Production (specialized sequence–II)	Subject Specific	03
3	MC412	Print Media I. Sub-editing& Designing(specialized sequence–II)	Subject Specific	03
4	MC413	News Paper Management &Production (specialized sequence–II)	Subject Specific	03
5	MC414	Public Relations–II (Specialized Sequence–II)	Subject Specific	03
6	MC415	Advertising–II (Specialized Sequence–II)	Subject Specific	03
7	MC416	Development Support Communication (Specialized Sequence–II)	Subject Specific	03
8	MC417	Development Journalism	Subject Specific	03
9		Capstone Project		03
		Total credit hours		<b>15</b>

# BS ENGLISH SCHEME OF STUDIES

## New Undergraduate Scheme as Proposed by HEC (w.e.f. Fall 2023)

Credit hours:

126 (with single major)

138 (with one minor)

### **1. CATEGORY-WISE SPLIT-UP OF COURSES:**

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1.1	12 General Courses	30 credit hours
1.2	04 Interdisciplinary Courses:	12 credit hours
1.3	27 Major Courses:	81 credit hours
	10 core compulsory courses:	30 credit hours
	17 optional/elective courses:	51 credit hours
1.4	04 Minor Courses:	12 credit hours

### **2. MINOR FIELDS /SUBJECTS:**

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2.1	Anthropology	12 credit hours
2.2	Computer Science	12 credit hours
2.3	Environment Sciences	12 credit hours
2.4	Gender Studies	12 credit hours
2.5	History	12 credit hours
2.6	International Relations	12 credit hours
2.7	Information Technology	12 credit hours
2.8	political science	12 credit hours
2.9	Psychology	12 credit hours

**3. GENERAL COURSES (COMMON COMPULSORY COURSES)****30 Credit Hours**

Course Code	Course Title	Credit hours
EN-100	Functional English	03
EN-200	Expository Writing	03
IS-100	Islamic Studies	02
IS-101	Religious Studies (for non-Muslim Students, in lieu of Islamic Studies)	02
PK-100	Constitution and Ideology of Pakistan	02
MS-100	Entrepreneurship	02
SW-100	Civic and Community Engagement	02
	Quantitative Reasoning - I	03
	Quantitative Reasoning - II	03
	Applications of Information & Communication Technologies	03
	Arts & Humanities**	02
	Social Sciences**	02
	Natural Sciences**	3(2+1)

\*\* One course from the approved cluster will be offered

Note: Course Codes will be assigned by the respective Board of Studies / Academic Committees

**4. CORE COMPULSORY COURSES****30 Credit Hours**

Course Code	Course Title	Credit hours
EN-103	Introduction to Language Studies	03
EN-104	Introduction to Literary Studies	03
EN-105	Introduction to Phonetics and Phonology	02
EN-106	Literary Forms & Movements	02
EN-203	Introduction to Morphology	02
EN-204	Short Fictional Narratives	02
EN-205	Classical and Renaissance Drama	02
EN-207	Introduction to Semantics and Pragmatics	03
EN-210	Global Poetry	03
EN-308	Grammar & Syntax	03

**5.ELECTIVE /OPTIONAL COURSES****30 Credit Hours**

<b>Course Code</b>	<b>Course Title</b>	<b>Credit hours</b>
EN-206	Classical Poetry	03
EN-208	Rise of the Novel (18th to 19th century)	03
EN-301	Romantic and Victorian Poetry	03
EN-302	Foundations of Literary Theory & Criticism	03
EN-303	Sociolinguistics	03
EN-304	Popular Fiction	03
EN-305	Modern Poetry	03
EN-306	Modern Drama	03
EN-307	Modern Novel	03
EN-309	Discourse Studies	03
EN-310	Creative Nonfiction	03
EN-311	Introduction to Eco linguistics	03
EN-312	Contemporary South Asian Fictional Narratives	03
EN-401	Research Methods and Term Paper Writing	93
EN-402	Introduction to Applied Linguistics	03
EN-403	Introduction to Stylistics	03
EN-404	Literary Theory and Practice	03
EN-405	Pakistani Literature in English	03
EN-406	Postcolonial Literature	03
EN-407	American Literature 3	03
EN-408	Introduction to Translation Studies	03
EN-409	Introduction to Women's Writing	03
EN-411	African English Literature	03
EN-412	Postcolonial Women's Writing	03
EN-413	Postmodern Fiction	03
EN-414	Islam and Western Literature	03
EN-415	Pakistani Folk Literature	03
EN-416	Emerging Trends in Sociolinguistics	03
EN-417	EN-417 Introduction to Computational Linguistics	03
EN-418	EN-418 English for Specific Purpose ESP	03
EN-419	EN-419 Introduction to Critical Pedagogy	03
EN-420	EN-420 Pakistani English	03
EN-421	3 EN-421 Second language acquisition	03
EN-422	EN-422 Introduction to Syntax	03
EN-423	3 EN-423 Introduction to Forensic Linguistics	03
EN-424	EN-424 Clinical Linguistics	03



EN-425	EN-425 Language Testing and Assessment	03
EN-426	EN-426 Language and education	03
EN-427	EN-427 Language and gender	03
EN-428	EN-428 Corpus linguistics	03

### **5. SEMESTER WISE BREAKUP OF COURSES:**

#### **First Semester**

<b>Course Code</b>	<b>Course Title</b>	<b>Credit hours</b>
Code of Major 1 EN-103	Introduction to Language Studies	03
Code of Major 2 EN-203	Introduction to Morphology	03
IS-100 / IS-101	Islamic Studies (or Religious Studies)	02
EN-100	Functional English	03
	One Course from the Cluster of Arts & Humanities	02
	Interdisciplinary – 1 (from the approved cluster)	03
<b>Total credit hours</b>		<b>16</b>

#### **Second Semester**

<b>Course Code</b>	<b>Course Title</b>	<b>Credit hours</b>
Code of Major 3EN-105	Introduction to Phonetics & Phonology	03
Code of Major 4EN-106	Literary Forms & Movements	03
PK-100	Constitution and Ideology of Pakistan	02
EN-100	Quantitative Reasoning – I	03
	One Course from the Cluster of Social Sciences	02
	Interdisciplinary –2 (from the approved cluster)	03
<b>Total credit hours</b>		<b>16</b>

### Third Semester

Course Code	Course Title	Credit hours
Code of Major 5 EN-210	Global Poetry	03
Code of Major 6 EN-203	Introduction to Morphology	03
Code of Major7 EN-204	Short Fictional Narratives	03
EN – 200	Expository Writing	03
	Applications of Information & Communication Technologies	03
	Civic and Community Engagement	02
<b>Total credit hours</b>		<b>17</b>

### Fourth Semester

Course Code	Course Title	Credit hours
Code of Major 8 EN-205	Classical and Renaissance Drama	03
Code of Major 9 EN-207	Introduction to Semantics and Pragmatics	03
Code of Major10 EN-308	Grammar & Syntax	03
EN – 200	Quantitative Reasoning – II	03
MS-100	Entrepreneurship	02
	One Course from the Natural Sciences	3(2+1)
<b>Total credit hours</b>		<b>17</b>

### Fifth Semester

Course Code	Course Title	Credit hours
	Interdisciplinary – 3 (from the approved cluster)	03
	Option – 1	03
	Option – 2	03
	Option – 3	03
	Option – 4	03
<b>Total credit hours</b>		<b>15</b>

### Sixth Semester

Course Code	Course Title	Credit hours
	Interdisciplinary – 4 (from the approved cluster)	03
	Option – 5	03
	Option – 6	03
	Option – 7	03
	Option – 8	03
<b>Total credit hours</b>		<b>15</b>

### Seventh Semester

Course Code	Course Title	Credit hours
	Option –9	03
	Option – 10	03
	Option – 11	03
	Option –12	03
	Option – 13	03
<b>Total credit hours</b>		<b>15</b>

### Eight Semester

Course Code	Course Title	Credit hours
	Option –14	03
	Option – 15	03
	Option – 16	03
	Option –17	03
	Capstone Project *	03
<b>Total credit hours</b>		<b>15</b>

Sem	Course 1	Course 1	Course 1	Course 1	Course 1	Course 1	CH
1 <sup>st</sup>	EN-103 Introduction to Language Studies	EN-104 Introduction to Literary Studies	Islamic Studies* / Religious Study	EN100- Functional English	Arts & Humanities*	Interdisciplinary – 1	<b>16</b>
2 <sup>nd</sup>	EN-105 Introduction to Phonetics & Phonology	EN 106- Literary Forms & Movements	Ideology and Constitution of Pakistan*	Quantitative Reasoning - I	Natural Sciences	Interdisciplinary – 2	<b>17</b>
3 <sup>rd</sup>	EN-203 Introduction to Morphology	EN 204- Short Fictional Narratives	EN-210 Global Poetry	EN-200 Expository Writing	Social Sciences*	Civic & Community Engagement*	<b>16</b>
4 <sup>th</sup>	EN -205 Classical and Renaissance Drama	EN 207- Introduction to Semantics and Pragmatics	EN-308 Grammar & Syntax	Information & Comm. Tech.	Quantitative Reasoning– II	Entrepreneurshi p*	<b>17</b>
5 <sup>th</sup>	Major (Elective) linguistics 11	Major (Elective) – linguistics 12	Major (Elective) – literature 13	Major (Elective) – literature 14	Interdisciplina ry – 3	-	<b>15</b>
6 <sup>th</sup>	Major (Elective) – linguistics 15	Major (Elective) – linguistics 16	Major (Elective) – literature 17	Major (Elective) – literature 18	Interdisciplina ry 4	-	<b>15</b>
7 <sup>th</sup>	Major (Elective) – linguistics – 19	Major (Elective) – linguistics – 20	Major (Elective) – literature 21	Major (Elective) – literature 22	Capstone	-	<b>15</b>
8 <sup>th</sup>	Major (Elective) – linguistics 23	Major (Elective) – linguistics 24	Major (Elective) – literature 25	Major (Elective) – literature 26	Major (Elective) – 27	-	<b>15</b>

\* Capstone Project will be allocated in 7th Semester and Evaluated in 8th Semester Fieldwork / Internship will be offered in Summer Session

**MAJOR COMPULSORY:** Courses from Major 1-10 are Major Compulsory Courses (Five linguistics courses and Five Literature courses)

**MAJOR (ELECTIVE) S:** Courses from Major (Elective) 11-27 are Major (Elective) Courses. The given courses of Major (Elective)s must be selected from the list of (Elective)s, provided the required expertise is available in the department. However, the ratio of the literature and linguistics courses should remain the same (9:10) as the aim of an undergrad degree is to impart general education in humanities

Note: Fieldwork / Internship will be offered in Summer Session. Capstone Project will be allocated in 7th semester 8.

#### **6. CRITERIA FOR OFFERING OF MINOR(S)**

- 6.1 Students will be given an option to select One Minor from the approved list.
- 6.2 Department / School can restrict the options as per its requirements
- 6.3 Minimum enrollments in each minor should be 12
- 6.4 Minors will be offered from 5th semester (one course in each semester 5th to 8th )
- 6.5 Students with minimum 3 CGPA (in first 4 semesters) will be allowed to take minors

#### **7. MINORS OF ENGLISH LITERATURE FOR STUDENTS OF OTHER DISCIPLINES (ANY FOUR CAN BE OPTED):**

Course Code	Paper Name	Credit hours
EN-103	Introduction to Language Studies	03
EN-203	Introduction to Morphology	03
EN-207	Introduction to Semantics and Pragmatics	03
EN-105	Introduction to Phonetics and Phonology	03
EN-308	Grammar and Syntax	03
<b>Total credit hours</b>		<b>12</b>

### **BS ENGLISH REVISED SCHEME OF STUDIES (w.e.f.Fall 2021)**

#### **SEMESTER I**

Course Code	Course Title	Course type	Cr. Hrs.
EN 100	Study Skills	compulsory General 1 -Foundational 1	3
	Any General Course # 1	General	3
IS 100/SO 102	Islamic Studies/Ethics	Compulsory 1	3
EN-101	English I: Reading and Writing Skills	Foundational 2	3
EN103	Introduction to Language Studies	Subject-specific Foundational	3
EN 104	Introduction to Literary Studies	Subject-specific Foundational	3
	<b>Total</b>		<b>18</b>



**SEMESTER II**

<b>Course Codes</b>	<b>Course Title</b>	<b>Course type</b>	<b>Cr. Hrs.</b>
PK 100	Pakistan Studies	Compulsory2	3
MA105	Elementary Mathematics& Stats	General –Compulsory 3	3
	Any General Course # 2	General	3
EN 102	English II: CompositionWriting	Foundational 3	3
EN 105	Introduction to Phonetics & Phonology	Subject-specific Foundational	3
EN 106	Literary Forms andMovements	Subject-specific Foundational	3
	Total		18

**SEMESTER III**

<b>Course Codes</b>	<b>Course Title</b>	<b>Course type</b>	<b>Cr. Hrs.</b>
AS per BOF	Introduction to Information & Computer Technology (ICT) Skills	Foundational 4	2+1
	Any General Course # 3	General	3
EN 200	Global Poetry	Subject- specific	3
EN201	English III:Communication and Presentation Skills	Foundational 5	3
EN203	Introduction to Morphology	Subject-specific	3
EN204	Short Fictional Narratives	Subject-specific	3
	Total		18

**SEMESTER IV**

<b>Course Codes</b>	<b>Course Title</b>	<b>Course type</b>	<b>Cr. Hrs.</b>
SO 200	Human Rights & Citizenship	Compulsory General 2	3
EN202	English IV: Academic Reading & Writing	Foundational 6	3
EN205	Classical and Renaissance Drama	Subject-specific	3
EN206	Classical Poetry	Subject-specific	3
EN 207	Semantics	Subject-specific	3
EN 208	Rise of the Novel (18 <sup>th</sup> to 19 <sup>th</sup> century)	Subject-specific	3
	Total		18

**SEMESTER V**

<b>Course Codes</b>	<b>Course Title</b>	<b>Course type</b>	<b>Cr. Hrs.</b>
AN 314	Introduction to Environmental Studies	Compulsory General 3	3
EN 301	Romantic and Victorian Poetry	Subject-specific	3
EN 302	Foundations of Literary Theory& Criticism	Subject-specific	3
EN 303	Sociolinguistics	Subject-specific	3
EN 304	Popular Fiction	Subject-specific	3
	Any general course		3
	Total		18

## SEMESTER VI

Course Codes	Course Title	Course type	Cr. Hrs.
EN 305	Modern Poetry	Subject-specific	3
EN 306	Modern Drama	Subject-specific	3
EN 307	Modern Novel	Subject-specific	3
EN 308	Grammar & Syntax	Subject-specific	3
EN 309	Discourse Studies	Subject-specific	3
EN 310	Creative Nonfiction	Subject-specific	3
	Total		18

## SEMESTER VII

Course Codes	Course Title	Course Type	Cr. Hrs.
EN 401	Research Methods and Term-Paper Writing	Subject-specific	3
EN 402	Introduction to Applied Linguistics	Subject-specific	3
EN 403	Introduction to Stylistics	Subject-specific	3
EN 404	Literary Theory and Practice	Subject-specific	3
EN 405	Pakistani Literature in English	Subject-specific	3
	Total		15

## SEMESTER VIII

Course Codes	Course Title	Course Type	Cr. Hrs.
EN 406	Postcolonial Literature	Subject-specific	3
EN 407	American Literature	Subject-specific	3
EN 408	Introduction to Translation Studies	Subject-specific	3
EN 409	Introduction to Women's Writing	Subject-specific	3
EN 410	World Englishes	Subject-specific	3
	Total		15

1. The given courses in the seventh and eighth semesters may be replaced with courses from [the list of electives](#) given below, provided the required expertise is available in the department. However, the ratio of the literature (total number 13) and linguistics (total number 13) courses should remain the same as the aim of undergrad-degree is to impart general education in humanities.
2. The choice of [general courses](#) may also be determined by the availability of expertise in the institution from the list of approved General Courses.

### 3. LIST OF ELECTIVES FOR BS (ENGLISH) PROGRAM

#### ENGLISH LITERATURE

1. EN-411 African English Literature
2. EN-412 Postcolonial Women's Writing
3. EN-413 Postmodern Fiction
4. EN-414 Islam and Western Literature
5. EN-415 Pakistani Folk Literature

#### ENGLISH LANGUAGE/LINGUISTICS

1. EN-416 Emerging Trends in Sociolinguistics
2. EN-417 Introduction to Computational Linguistics
3. EN-418 English for Specific Purpose ESP
4. EN-419 Introduction to Critical Pedagogy
5. EN-420 Pakistani English
6. EN-421 Second Language Acquisition
7. EN-422 Introduction to Syntax
8. EN-423 Introduction to Forensic Linguistics
9. EN-424 Clinical Linguistics
10. EN-425 Language Testing and Assessment
11. EN-426 Language and Education
12. EN-427 Language and Gender
13. EN-428 Corpus Linguistics

**Note: All Letters 'ELL' in CODES are replaced with 'EN'**

#### GENERAL COURSES

Sr .	Block	Course Code	Course Title
1	Block: 1	AN 100	Introduction to Anthropology
2		AR100	Introduction to Archaeology
3		EC 100	Fundamentals of Economics
4		ED 100	Fundamentals of Education
5		HS 100	Introduction to History
6		MS 100	Introduction to Commerce
7		MS101	Introduction to Business Studies
8		PY 100	Introduction to Psychology
9		SO 100	Introduction to Sociology
10		PS 100	Introduction to Political Science
11		LA/W 100	Introduction to Law
12	Block: 2	AS 200	Introduction to Biology

13		DS 200	Introduction to Defense & Strategic Studies
14		EC 200	Introduction to the Economy of Pakistan
15		GS 200	Introduction to Gender Studies
16		HS 200	Introduction to the History of Muslim Civilizations
17		HS 201	Introduction to History of South Asia
18		SO 200	Foundations of Social Work
19		LS 200	Introduction to Library Sciences
20		MS 200	Principles of Management
21		MS 201	Principles of Accounting
22		IR 200	Introduction to International Relations

#### Summary

S.No	Categories	No. of Courses	Credit Hours
1	Foundational	05-06	15-18
2	Compulsory	02-03	04-09
3	Compulsory General	03-02	09-06
4	General	05-03	15-09
5	Subject-specific Foundational	04	12
6	Subject-specific (Linguistics:13 + Literature:13)	27-26	81-78
	<b>Total</b>	<b>46-44</b>	<b>136-132</b>

## CHAPTER-IV (FEE RULES)

### A. GENERAL FEE RULES

1. Before the start of the academic year, the students are required to pay their tuition fee and other dues according to the schedule notified by the CollegeAdministration.
- 2.The students are required to collect fee challan from the fee section of the college and deposit their fee in their relevant window. No misconduct will be tolerated during rush hour.
3. For late fee submission, Rs. 100/. will be charged per day and no excuse will be entertained.
4. If a student is absent for more than two weeks, her name will be struck off from the college roll. If she wants to re-join, she will have to apply for re-admission.
5. The fee for foreign students will be determined by the MoFE&PT.
- 6. Students will submit one copy of student fee receipt to the College fee-section, examination and their class incharge (for their personal files).**

### B. RATE OF FEE/FUNDS FOR HSSC I & II 2025-26

Reference to the Federal Directorate of Education's circular No.F.1-133/2007 (Academics) FDE, dated 06-09-2021. It is clarified that the annualfee/fund received from students of classes XI and XII studying in Islamabad Model Colleges shall be deposited in Government Treasury and Student Fund account as per break up mentioned below. Moreover two separate vouchers shall be provided to admit students.



S. #	Description	XI to XII	Yearly	Remarks	Head of A/C
1	Admission Fee	200	200	At the time of admission	Govt. Fee (Treasury)
2	Tuition Fee	225	2700	(Monthly Rs. 225/-)	
3	Bus Fee	500	4500	09 Months (Subject to availing facility)	
4	Examination Fee	200	200	Annual	
5	Enrollment Reg. Fee	1500	1500	At the time of admission	FBISE Fee
6	Student Fund	200	2400	(Monthly Rs. 200/-)	Student Fund Rs. 3200/-
7	Admission Fund	800	800	At the time of admission	
8	Magazine Fund	100	100	-do-	Merged in St. Fund w.e.f. Dec. 17
9	PTA Fund/ CMC	50	50	-do-	Merged in St. Fund w.e.f. Dec. 17
10	Home Economics	20	240	At the time of admission	Lab Breakage Charges (Merged in St. Fund w.e.f. Dec. 17)
11	Geography	20	240	-do-	
12	Psychology	20	240	-do-	
13	Statistics	20	240	-do-	
14	Physics	20	240	-do-	
15	Library Sciences	20	240	-do-	
16	Fine Arts	20	240	-do-	
17	Chemistry	20	240	-do-	
18	Biology	20	240	-do-	
19	Health and Physical Education	20	240	-do-	
20	Computer Lab Charges	100	1200	-do-	
21	Library Security	250	250	At the time of admission (Refundable)	

Note: Fee structure is subject to revision. No admission fee is charged from HSSC II students.

### C. FEE CONCESSIONS/STIPENDS

- i. Half fee concession may be granted on request to deserving students of the College.
- ii. If two or more sisters are studying in the College, the younger ones will be granted half fee concession on submission of necessary proof of her claim, provided no other financial benefit is enjoyed by her.
- iii. The Student Mutual Help Fund is established for grant of stipends to the deserving students, the amount of which is fixed by the Principal.
- iv. All concession/stipends will be tenable for one year and shall be renewed for the second year, provided the attendance, academic performance and conduct of the student continue to be satisfactory.
- v. Fee concessions can be withdrawn in case of misconduct, irregularity in attendance or poor academic performance.
- vi. Application for fee concession/stipend should be made on the prescribed form at the beginning of the academic session. The form should be countersigned by the parent/guardian and duly verified by his/her employer.

### D. FEE /FUND STRUCTURE FOR BS 4-YEAR PROGRAM 2025-26

Description of Fee/Fund	Amount	Remarks	Head of A/C
Admission Fee	200	At the time of admission	Govt. Fee  (FTO)
Tuition Fee	1350	Per semester	
Admission Fund	1000	At the time of admission	Student Fund
Student Fund	6800	1 <sup>st</sup> Semester (Arts)	
	2000	2 <sup>nd</sup> -4 <sup>th</sup> Semester (BS Arts)	
	7000	5 <sup>th</sup> -8 <sup>th</sup> Semester (BS Arts)	
Health Fund	1650	Per semester	College Fund
Library Security	2520	Refundable (at the time of admission)	
University Registration	10800	Once at the time of admission	QAUDues
Facilitation Charges	2700	Per semester	
Sports charges	1259	Per semester	
Terminal/Examination Fee	6299	Per semester	
For Repeater/Compartment	1620	Per subject	
DMC Fee	705	Per semester	
University Degree Fee	4396	In the last semester	

- i. Any future change in the fee/fund will be applicable as per Govt.policy.
- ii. FDE employees at the time of admission (University Charges: Rs. 14759+ Library Security Rs.2520+Admission Fee Rs.200 = Rs.17479.
- iii. BS Semester 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> fee will be taken accordingly.

# CHAPTER V: DISCIPLINE

## A. CODE OF CONDUCT FOR STUDENTS

To ensure discipline and sobriety within the college campus, it is compulsory for the students to:

- i. Attend College in complete uniform wearing College Identity Card/bus card
- ii. Attend all classes and practicals regularly
- iii. Be punctual in their classes
- iv. Attend and participate in co-curricular activities arranged in the college
- v. Adhere strictly to the schedule notified by the College Administration regarding bus trips/bus timings (They must show the bus card while boarding the buses in a disciplined manner.)
- vi. Appear in the college/Board/University Exams/Practicals in full uniform
- vii. Use the college telephone facility only in case of an emergency
- viii. Be polite, respectful and deferential towards all the members of teaching/non-teaching staff and always use civilized language
- ix. Be picked by the parents well within time, as the college will not be responsible after 02:00pm
- x. Be informed that in case they fail to achieve at least 45% marks and overall 80% attendance during an educational session, their admission may be withheld.
- xi. Ensure that there is no discrepancy regarding documents, phone contact number and mailing address as it shall lead to cancellation of admission on immediate basis.
- xii. Abide by cleanliness code of conduct. Wall chalking is a punishable offence and may lead to rustication/Rs. 10,000/- fine with repaint of the specific area of the wall.
- xiii. Ensure the correction of their subject combination, submission of registration form and all other requirements as well as receiving Roll No Slip for the public exam.

### **Students are prohibited from:**

- i. Entering the College Office, Administration Block, Accounts Section, Examination Room and Staff Rooms
- ii. Using violence, threat of violence or pressure for settlement of differences/disputes with their fellow students and indulging in agitation of any kind.
- iii. Indulging in the use of unfair means and malpractices in the Board/University as well as the College Examination
- iv. Bringing/meeting any unauthorized person (impostors, friends or relatives)
- v. Bringing into the campus, consuming or arranging the use of drugs, narcotics, cigarettes etc.
- vi. Damaging and disfiguring College property including building, furniture, equipment, vehicles and plants and writing remarks/slogans, paste posters on the College walls/notice boards, exhibiting or distributing leaflets, pamphlets in the College.
- vii. Wandering and indulging in unbecoming activities in the vicinity of the College while in College uniform
- viii. Bringing valuables to the College (In case of loss, the College shall not be responsible.)
- ix. Arranging parties, exchanging gifts and bringing photo albums
- x. Littering the classes/grounds
- xi. Entering the college without the college identity/bus cards
- xii. Wearing make-up or gold jewelry as violation shall be liable to disciplinary proceedings and jewelry and without uniform items shall be confiscated and no claim is admissible.

# STUDENTS ARE STRICTLY ADVISED NOT TO BRING MOBILES/CELL PHONES TO THE COLLEGE AS THEY WILL BE CONFISCATED

## Suspension/Rustication/Expulsion

If a student is found guilty of misconduct or indiscipline, the principal may, on the recommendation of the Academic Council, suspend, rusticate or expel her in accordance with the rules.

Wall chalking is a punishable offence and shall lead to immediate rustication after repaint and fine of Rs.10000/.

## B. COLLEGE UNIFORM:

Students are required to attend College in proper and complete uniform. The following rules will be observed in this regard:

i. Students can only enter the college premises in complete uniform during regular classes as well as at the time of receiving Roll No. Slips and during exams.

ii. A uniform made of see-through material and use of cosmetics/jewelry and high-heeled shoes are not allowed.

iii. College uniform includes the following.

1: White shirt and shalwar as per design below

2: Dupatta

i) HSSC: White dupatta with one layer of gray ribbon

ii) BS Mass Com: Navy Blue

iii) BS English: Turquoise Green

3: Black shoes/ (black joggers only for sports).

4: Black sweater and coat.

5. College ID/ Bus ID card in blue ribbon.

## DESIGN OF UNIFORM

Shirt:

Loose fitting with collar buttoned up shirt

1= Tennis Collar

2= Cuff with one button

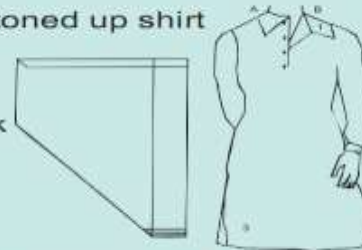
3= Slit

A= Collar shown upto the neck

B= Collar shown stretched

Shalwar:

Plain or belted



### Note

Strict action will be taken against those who deviate from the specified design and material of the shirt, shalwar and dupatta.

## CHAPTER VI: ATTENDANCE

To encourage regularity in the classes, the College gives a special award to those students who maintain 90% attendance throughout the session.

### A. ATTENDANCE RULES

- i. A student must have attended 80% of the total lectures delivered in each subject to appear in Board/University Examination, failing which her name will not be forwarded for Examination.
- ii. A student with the highest attendance receives a special cash award.
- iii. A student who remains absent from class for fifteen days in a month without any intimation, will be immediately dropped from the College rolls.
- iv. Having a genuine reason for her absence, the student may be re-admitted within a week after being struck off the College rolls. However, **the Principal has the authority to accept or reject the request for re-admission.**
- v. A student struck off twice will not be re-admitted.

### B. LEAVE RULES

#### a. Leave from College

- i. Students are allowed to avail 02 leaves per month in case any need arises.
- ii. Cumulative leave records of each student will be digitally maintained on a monthly basis by the Examination Department.

#### b. Medical Leave

- i. In case of illness, medical leave of maximum 20 days can be obtained after getting written approval from the Principal.
- ii. Medical leave application must have a medical certificate/doctor's prescription and clinical/pathological test report from any Government hospital.

#### c. Duty Leave

- i. All duty leave applications must be duly signed by the teachers concerned and directly forwarded to the in charge Absentee Committee immediately.

## CHAPTER VII: EXAMINATION

### A. INTERNAL EVALUATION

For evaluation of academic performance of the students ensuring that learning and achievement is progressively taking place:

- i. Periodical class tests will be held at regular intervals to monitor their achievement.
- ii. Send-up Examination will be held prior to forwarding admission to Board/University.
- iii. Admissions will only be sent on the basis of aggregate academic performance in periodical class tests, send-up examination and 80% attendance in each subject.
- iv. Medical certificates will be accepted in extreme cases, but will not be considered if submitted after the examination.



## A. SCHEDULE OF INTERNAL EXAMINATION /PERIODICAL TESTS 2025-26

The tentative class-wise schedule of Internal Examination/Periodical Tests is as under:

S. No.	Events	Dates
1	Commencement of Classes HSSC II	August 2025
2	Commencement of Classes HSSC I	12 <sup>th</sup> August 2025 (Subject to SSC Result Declaration)
3	Bi-monthly Test	October 2025
4	PTM	November 2025
5	Registration of FBISE	End of October 2025
6	Send-up Examination after Completion of 75% Course of HSSC I & II	Before Winter Break
7	Result of Send-Up Examination/PTM	January 2026
8	Submission of Forms for Board Examination	January 2026
9	Pre-Board Exams (As instructed by FDE)/HSSC I & II Crash Program (completion, revision and evaluation of courses)	One month before FBISE Exams

Note: **Dates are liable to change, subject to FBISE calendar.**

## B. ELIGIBILITY FOR PUBLIC EXAMINATION

A student must fulfill the following criteria to be eligible for Board/University Examination:

- i. She must be a bonafide student of the College, bearing satisfactory conduct.
- ii. Her academic performance must be satisfactory.
- iii. She must show utmost regularity in attendance and fulfill the requisite criteria as laid down by Board/University, according to which minimum 80% attendance is compulsory for sending of admission forms of Intermediate, BSprogram.

## C. COLLEGE AWARDS

The College gives awards to meritorious and talented students in recognition and appreciation of their performance in curricular and co-curricular activities. Two of them are Azra Raza Award (of Rs. 50,000) and Hamid Alvi Gold Medal Award.

## **D. PUBLIC EXAMINATION**

### **BS Level:**

**E. Class Positions:** Students securing 4 CGPA will be awarded 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> positions respectively.

**ACADEMIC PRIZES /SCHOLARSHIPS:** Students are awarded prizes/scholarships in individual subjects and for overall performance during their 02-year stay in the College. They are required to fulfill the following criteria to qualify for an award:

- a. Secure highest marks in the subject
- b. Pass all other subjects in the periodical tests and send-up examination
- c. Attend 90% and above classes of all subjects

### **1. PRIZES FOR CO-CURRICULAR ACTIVITIES:**

Insignia are awarded in the following fields on the basis of extraordinary performance in co-curricular activities at various Interclass and Intercollegiate Competitions over a period of two years:

- |                       |                        |              |                 |
|-----------------------|------------------------|--------------|-----------------|
| i. Qiraat/Na'at       | ii. Debate/Declamation | iii. Singing | iv. Dramatics   |
| v. Painting           | vi. Flower Arrangement | vii. Quiz    | viii. Athletics |
| ix. Computer Graphics |                        |              |                 |

### **3. INSIGNIA FOR THE BEST STUDENT AWARD:**

- i. Passing all subjects and attaining satisfactory academic progress
- ii. Bearing commendable character
- iii. Participating in at least three co-curricular activities
- iv. Possessing leadership, initiative and drive
- v. Showing regularity and punctuality

**It is mandatory for students to qualify for any award to pass all internal Evaluation Exam. If found guilty of misconduct the student shall not qualify for any award.**

## **BUS ROUTES**

Bus Facility will be provided to only to the students of 1<sup>st</sup> Merit List of HSSC-I.

Bus facility shall not be provided to BS students.

<b>Route No.</b>	<b>Sector</b>	<b>Bus Routes</b>
1	G-11	G-8 (15) stop, Noori Hospital, Rashid Masjid, PRC, G-9 Markaz, G-9 Tanki, G-10 College Mor, G-10 Markaz, G-11 Markaz Back
2	I-10	Federal Board, I-8/3, I-8/4, I-8/1, I-9/4 School stop, Java, CNG, I-10 Markaz Back,
3	Sohan Highway	Sohan, Dhoke Kala Khan, Iqbal Town, Kuri Road, Highway, Khanna Pull, Missile Chowk, Fazaia, Gangal, Korang Chowk Back, Koral
4	Rawal Dam Park Road, Taramri	Rawal Dam, Nahar Stop, Bani Gala, Shehzad Town, Kuri Road, Green Avenue, Chatta Bakhtawar, Tariq Abad, Line No. 8, Tamma Stop, Taramri back
5	G-7, Saidur Road	Inquiry Stop, School Stop, Service Road, Sara-i-Aam, Tanki Stop, Sitara Market, Silai Centre, Al-Noor Masjid, Fire Brigade, Khadda Market, Iqbal Hall, Saidpur Back
6	Barakoh, Bari Imam	PM Colony, Bari Imam, University Road, University Mor, Shahadara (if sponsored)
7	G-6, Aabpara	Bahra Pull, Jhangi Stop, Uthal Chowk, Gourmet Bakery, PSO Pump, Jillani Stop, Bani Gala, Malpur
8	F-7/2, F-8	Saidpur, U-Turn, College to F-7, F-7 Markaz, F-8, F-8/1, F-8/2, Air University Back (if students are more than 05 for one stop)

Bus Fee, once deposited is non-refundable. Students will not be allowed to board the buses without a bus card and proper uniform. Bus routes are subject to change.

## **CALENDAR OF ACTIVITIES 2025-26**

<b>S. No.</b>	<b>Activities</b>	<b>Dates</b>
1	Independence Day	14 <sup>th</sup> August 2025
2	Defence Day	6 <sup>th</sup> September 2025
3	Mehfil-e-Milad	September 2025 (subject to moon sighting)
4	Iqbal Day	9 <sup>th</sup> November 2025
5	Quaid Day	25 <sup>th</sup> December 2025
6	Kashmir Day	5 <sup>th</sup> February 2026
7	Women's Day	8 <sup>th</sup> March 2026
8	Summer Fiesta	June 2026

EDUCATION IS THE KINDLING OF A  
FLAME, NOT THE FILLING OF A  
VESSEL