



# UNIVERSITY OF HEALTH SCIENCES LAHORE

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## **NOTIFICATION**

This is in continuation of this office Notification No. UHS/REG-25/432 dated 15-02-2025.

Board of Governors, in its 58<sup>th</sup> meeting, held on 25-02-2025, on the recommendation of Syndicate, and in exercise of its powers under section 24.(1)(ii) and 35.(3) of UHS Ordinance 2002, approved the 'Statutes & Regulations for Semester-Based Undergraduate Degree Programs (Allied Health Sciences, BS Nursing and Pharm.D)', duly revised in line with the HEC Semester Guidelines.

The regulations have also been made available on the UHS website.

**REGISTRAR**

No. UHS/REG-25/1230

Dated: 05-06-2025

Copy forwarded for information to:

- i. Principals/Heads of the Affiliated and Constituent Allied Health Sciences, Pharmacy, and Nursing Institutions/Departments
- ii. Controller of Examinations, UHS
- iii. Convener Board of Studies Nursing/Allied Health Sciences/Pharmacy, UHS
- iv. Director Undergraduate Studies, UHS
- v. Director Students' Affairs UHS
- vi. Additional Registrar (Registration), UHS
- vii. PSO to Vice Chancellor
- viii. PS to Pro-Vice Chancellor

*Signature*  
**REGISTRAR**



# UNIVERSITY OF HEALTH SCIENCES LAHORE

## Statutes & Regulations for Semester-Based Undergraduate Degree Program (Allied Health Sciences, BS Nursing and Pharm.D)

### 1. SHORT TITLE, COMMENCEMENT AND APPLICATION:

- i. These Regulations framed under section 34 & 35 of the University of Health Sciences Lahore Ordinance 2002, shall be called the Regulations for Semester-Based Undergraduate Degree Program (Allied Health Sciences, BS Nursing and Pharm.D).
- ii. These Regulations shall come into force with immediate effect.
- iii. These Regulations shall apply to all semester-based undergraduate degree programs (Allied Health Sciences, BS Nursing and Pharm.D) of the University (Constituent departments/Institutes/colleges and affiliated colleges/institutes).

### 2. DEFINITIONS:

- i. **"Academic Program" or "Program"** means an undergraduate program of studies which leads to the award of a degree to the student after successful completion of all its requirements.
- ii. **"Academic Year"** means the period of the program covering two semesters.
- iii. **"Attendance"** refers to the minimum required presence in each course, including but not limited to class sessions, field visits, assignments, and other related activities, as specified and notified by the University."
- iv. **"Assessment"** means evaluation of performance of students in an academic program, including examinations, assignments, practicals and project work.
- v. **"Class Assignment"** means a task relevant to a course of study to substantiate the course contents. An assignment may or may not be graded.
- vi. **"Contact Hour"** means one clock hour spent on teaching, lab work, practical, research work, projects, seminars, workshops, internships, etc.
- vii. **"Controller"** means Controller of Examinations of the University.
- viii. **"Credit Course"** means a course required for a degree and is counted towards CGPA.
- ix. **"Cumulative Grade Point Average (CGPA)"** means the average of grade points earned in all courses in two or more than two semesters of an Academic Program.
- x. **"Department"** means an Academic Department of the University where the

BS/undergraduate program is being offered.

- xi. **"DMC"** means Detailed Marks Certificate issued by the Examinations Department of University showing result of a candidate after the semester's final examination.
- xii. **'Drop-out'** means a student who, after two probationary periods, is deemed unsuitable for further studies due to failure to attain the minimum required Cumulative Grade Point Average (CGPA) or for any other reason, and is subsequently removed from the roll of the University.
- xiii. **"Examiner"** means a person appointed to conduct an examination.
- xiv. **"Faculty"** means regular, adjunct or visiting teaching staff engaged for teaching of the students.
- xv. **"Grade Point (GP)"** means number of points assigned to a letter grade.
- xvi. **"Grade Point Average (GPA)"** means the average of points earned by a student in a semester.
- xvii. **"Grade"** means a letter grade which represents certain points earned by a student.
- xviii. **"HEIs"** means the Higher Education Institutions.
- xix. **"Internal assessment"** means Assessment of Class Performance based on quizzes/presentations/assignments/attendance etc.
- xx. **"Practical Credit Hour"** means a practical of three consecutive hours per week in a semester for a subject is equivalent to one credit hour
- xxi. **"Probation"** means the academic status of a student who is allowed to continue to the next semester under specific conditions due to not meeting standard academic or attendance requirements. A student is placed on probation if they:
  - (i) obtain a GPA of less than 2.0 in a semester while passing all subjects.
  - (ii) obtain a GPA of less than 2.0 and/or fail in any subject(s)
  - (iii) are debarred from examination in any subject(s) due to short attendance.
- xxii. **"Promotion"** is the advancement of a student to the next semester upon obtaining a GPA of 2.0 or above out of 4.0 in the semester examination and passing all subjects by securing at least 55% in written, 55% in oral and practical, and 60% aggregate marks concurrently in each subject.
- xxiii. **"Re-admission"** refers to the reinstatement of an academically dismissed or discontinued student into the first semester of the program through the standard admission process as a fresh candidate. Re-admission shall be permitted only once during the duration of the program.
- xxiv. **"Registration"** means the registration of a student in accordance with the

registration regulations of the University.

- xxv. **"Semester"** means a declared duration of maximum of 18 weeks for regular semesters (Spring/Fall), covering teaching, examination and semester break.
- xxvi. **"Research Supervisor"** refers to a faculty member designated to supervise students engaged in research projects, possessing a minimum of 18 years of formal education in the relevant discipline/subject, and duly appointed in accordance with a notification issued by the Pro Vice Chancellor's office/Directorate of Undergraduate Studies, following the recommendations of the Research Committee."
- xxvii. **"Subject" or "Course"** means a topic or a subject related to an academic program, which is to be studied by a student for a fixed number of hours during a semester. Each subject shall carry a specific discipline code and number.
- xxviii. **"Theory Credit Hour"** means a lecture of one hour duration per week in a semester for a subject.
- xxix. **"Transfer of Credit Hours"** means transference and acceptance of credit hours earned by a student for migration to and from UHS after equivalence for the same approved by migration and equivalence committee.
- xxx. **"University"** means University of Health Sciences Lahore.

### **3. PROGRAM DURATION:**

- I. The minimum duration of the undergraduate program(s) for the Bachelor of Science (BS) in Allied Health Sciences shall be four (4) years (eight (8) semesters), with a maximum duration of five (5) years (ten (10) semesters), except where otherwise specified with an exception of for the Bachelor of Science (BS) in Nursing shall be four (4) years, comprising eight (8) semesters.
- II. The minimum duration of undergraduate Program(s) for Doctor of Physical Therapy and Doctor of Pharmacy shall be 5 years (10 semesters) and the maximum duration shall be 6 years (12 semesters).

### **4. SEMESTER DURATION:**

- i. There shall be two regular semesters (Fall and Spring) in each academic year.
- ii. Each semester shall be of 18 working weeks including examination.
- iii. At the end of each semester the Final examination will be conducted by the University of Health Sciences through the office of the Controller of Examinations.

## 5. ADMISSIONS:

- i. Admission shall be made strictly on merit.
- ii. Admissions shall be offered in accordance with the notified academic calendar and shall be duly advertised in national daily newspapers in both English and Urdu including merit criteria.
- iii. The Eligibility Criteria for admissions shall be as follows:
- iv. **Required Qualification:**
  - a. The candidate must have successfully completed the Higher Secondary School Certificate (HSSC) / F.Sc. Pre-Medical or an equivalent qualification, securing a minimum of 60% unadjusted marks. \*
  - b. For admission to the BS Nursing program, the candidate is required to have secured at least 50% unadjusted marks in the relevant examination.

\* To be applicable from 2025-26 induction

- v. **Admission Test:** All applicants are required to successfully qualify the university's entrance test, or any other examination deemed equivalent by the university, as a prerequisite for admission.
- vi. **Merit Determination:**

Merit of applicants shall be determined as follows:

Matriculation	--	10%
HSSC/F.Sc./Equivalent	–	40%
Entrance test	–	50%

## 6. REGISTRATION:

- i. After admission, the students shall be registered for the respective program by the Registration department of the university.
- ii. All the affiliated/constituent Institutes and university departments will send the list of admitted students in all undergraduate programs to the Registrar's office in accordance with the Registration Regulations of the UHS.

## 7. FEE AND OTHER DUES:

- i. The fee structure shall be as prescribed by the University for its constituent departments/institutes/colleges or by the affiliated colleges/institutes from time to time.

## 8. FEE REFUND

- i. Admission Fee and security fee will be non-refundable.
- ii. If a student withdraws his /her admission, the tuition fee and other refundable dues shall be refunded as follows;

Percentage of Fee Refund	Time Line for Semester
Full (100%) Fee Refund	Up to 7 <sup>th</sup> day after commencement of classes
Half (50%) Fee Refund	From 8 <sup>th</sup> to 15 <sup>th</sup> day of the commencement of classes
No Refund (0%) Fee Refund	From 16 <sup>th</sup> day after the commencement of classes

- iii. No fee will be refunded to the students who were absent from the program without prior information.

Note: Sections 8 and 9 do not apply to public nursing colleges.

## 9. Cancellation of Admission:

The admission of a student is liable to be terminated/cancelled in case;

- a. A candidate fails to deposit his/her fee within the due date, once selection list is displayed. The seat will be offered to the next eligible candidate based on merit list on the basis of merit from the waiting list.
- b. A student who is admitted to any program but is continuously absent for a period of two weeks or more from the beginning of the academic session without any approval shall be struck off from the Program Roll and the seat may be filled on the basis of merit from the waiting list.
- c. He/she is found indulging in misconduct and/or violation of university rules and regulations, after initiating the disciplinary proceedings.
- d. Any document/information provided by the candidate is found false/fake/fabricated at any stage of admissions as well as during studies, he/she will be debarred from admission for a period of seven (07) years.
- e. The student applies for discontinuation on his/her own request after fulfilling all the applicable rules.

## **10.CREDIT HOURS FOR PROGRAM:**

- i. A candidate shall have to obtain a minimum of 124 and 160 credit hours for 4 years program and 5 years program respectively, to qualify for an undergraduate degree as specified in the curriculum of the given program and requirements of the relevant accrediting body.
- ii. The course load per semester shall not be less than 15 credit hours but not more than 22 credit hours.

## **11.ACADEMIC CALENDAR:**

The affiliated/**constituent** institutions and university departments shall ensure adherence to the Academic Calendar notified by the University from time to time for Curricular and co-Curricular activities.

## **12.ATTENDANCE/LEAVE POLICY:**

- i. Students shall be required to attain a minimum of **85%** attendance per course to appear in the final examination.
- ii. The students having class attendance of less than 85% in any particular course of the semester shall be required to repeat the course.
- iii. The leave shall be permissible to students as per rules notified by the university from time to time.
- iv. Leave request on medical grounds shall only be entertained if certified by the PMDC registered consultant physician/surgeon working at a teaching hospital recognized by PMDC.

### 13.ASSESSMENT/EXAMINATIONS:

The scheme of assessment shall be as under:

S. #	Assessments	Weightage
1	Internal Assessment	20%
1.1	Mid-Term Examination	15%
1.2	Class Performance (quiz/class test/presentations/ assignments)	3%
1.3	Attendance	2%
2	Final Examination	80%

#### 14.1.1. Internal Assessment:

- The internal assessment shall be done by the institution/respective department.
- The Institution/department shall ensure that cognitive domains are assessed through internal assessment.
- Minimum of 50% marks in Internal assessment (class performance + mid-term examination) is a mandatory prerequisite to appear in the Final Term Examinations.
- The internal assessment for each semester in each subject shall be assessed as under;

#### 14.1.2.Class Performance

S. #	Class Performance Assessment	Number per semester	Maximum marks	Total marks
1	Quizzes/class tests	02	3 per Quiz/class test	06
2	Assignments	02	3 per assignment	06
3	Presentation	01	3 per presentation	03

#### 14.1.3. Attendance

S. #	Attendance	Marks per semester
1	95% and above	02
2	90% - 94%	01
3	Less than 90%	0

#### 14.1.4.Mid-Term Examination:

- The mid-term examination shall be held in the 9<sup>th</sup> week of the semester.
- The schedule/date sheet of the mid-term examination shall be notified by the Principal of the respective institution, two weeks before the commencement of the examination, in accordance with the notified academic calendar.



- c. The candidate shall be required to attempt all the Questions given in mid-term examination. There shall be no choice.
- d. Mid-Term Examination shall comprise of only Theory Examination.
- e. Development of mid-term Question Paper:

**A. Constituent & On-Campus departments/institutes/colleges**

- 1) The subject concerned/relevant faculty members of the subject will prepare 3 sets of different question papers and submit the same to the Examinations Department.
- 2) Examinations Department, UHS will shuffle/finalize the final paper in consultation with the senior most faculty of the subject and/or Pro-Vice Chancellor, UHS.
- 3) Director, IAHS, UHS (for Allied Health Sciences Programs), Head, College of Pharmacy, UHS (for Pharm. D), Head, Nursing Department (for Nursing) or Assistant Registrar (Faculty & Students Affairs), UHS (for any of the undergraduate program) are authorized to collect the sealed final papers on the date of examination from the Printing Section of Examinations, UHS.

**A. Affiliated Colleges/Institutes**

- 1) The subject concerned/relevant faculty members of the subject will prepare 3 sets of different question papers and submit the same to the Chairman/Head of concerned department of affiliated college/institute.
- 2) Chairman/Head of the concerned department of affiliated college/institute will shuffle/finalize the final paper in consultation with the senior most faculty of the subject.
- f. The mid-term examination shall be conducted by the relevant academic department/college/institute.
- g. The result of the mid-term examination shall be declared within 15 days by the respective department/college/institute, after the conclusion of the examination.
- h. The answer books of the mid-term examination shall be shown to the students at an announced date & time and taken back for record purpose in the concerned respective department/college/institute.

- i. The question papers, answer keys, student attendance records, and Mid-Term Examination results, duly verified and endorsed by the heads of the respective departments, constituent colleges, and affiliated institutes, shall be submitted to the University in sealed envelopes under strict confidentiality.
- j. **Parent-Teacher meeting**
  - I. A parent-teacher meeting shall be held to
    - Share academic progress and growth based on classroom observations, formative assessments, portfolios, and assignments.
    - Discuss enrichment or intervention strategies to support students learning
    - Discuss issues that may be interfering with students learning and growth.
    - Behavioral concerns and any other pertinent information
  - II. The meeting will be arranged once during a semester
    - Two weeks before the final term/send up examination.
    - If there is a particular matter or case that needs to be discussed, a special meeting might be scheduled.
  - III. The report/record of the meeting will be shared with Directorate of Undergraduate Studies in a prescribed manner.

## **14.2 Final Examination**

### **14.2.1 Eligibility**

1. Final Exam shall be held at the end of each semester.
2. University shall conduct the final semester exam
3. Final semester exam shall be open to any candidate who;
  - i. has been enrolled/registered and completed the semester in the constituent/affiliated college/institution/department of the university
  - ii. has his/her name submitted to the Controller of Examinations, for the purpose of examination, by the Principal of the College/Head of the University Department in which he / she is enrolled.
  - iii. has his/her marks of internal assessment in all the subjects sent to the Controller of Examinations by the Principal of the College/Head of the University Department along with the examination forms.
  - iv. produces the following certificates duly verified by the principal of his / her College/Head of the University Department:

- a) of good character
  - b) has attended not less than 85% of the classes in each subject
  - c) has obtained at least 50% in the Internal Assessment each subject
4. A student who fails to achieve the desired attendance in subject(s) for appearing in final semester exam shall;
- i. be debarred from appearing in the final examination of the semester in the said subject(s). However, if the student has attained the requisite attendance in the remaining subject(s), he/she shall appear in the final examination for those subjects.
  - ii. Attend the remedial classes during the summer break and on weekends, subject to prior approval by the Vice Chancellor, in the subject(s) where attendance is deficient, in order to fulfill the required attendance criteria. Failure to comply shall result in removal from the university rolls.
  - iii. Consequent upon being eligible to take the final examination for semester, the candidate shall appear in the immediate subsequent corresponding semester.
5. Students have to appear for the final examinations in all subjects offered during the semester without any exception.

#### **14.2.2 Process**

- a. The application for admission to the final examination shall be submitted online.
- b. Hard copy of the application duly attested by the Head/Principal of the respective department / institution along with the evidence for payment of the prescribed fee voucher shall be submitted to the Examinations Department, UHS within stipulated time.
- c. If the examination application forms of a student from the principal are not received by the Examination Department of UHS within the stipulated time or if a student fails to appear in the examination after being eligible, the student shall be required to repeat the entire semester as and when offered within the stipulated period of the degree program. He/she after passing the said semester will be promoted to the next semester.

#### **14.2.3 Conduct**

- a. The schedule/date sheet of final examination shall be notified by the UHS Examination Department in accordance with the notified Academic Calendar as approved by the relevant

Board of studies (BoS).

- b. The Examination Department of the University shall hold the final examination.

#### **14.2.4 Format of Final Examination**

The final Examination of Semester shall consist of Theory and Practical Examinations of subject as per the curriculum.

#### **14.2.5. Research Project/Report**

- a. The student shall be required to submit a Research project/report in the final regular semester of the program.
- b. There shall be a Research Committee to review & evaluate the ethical & technical aspects (quality, validity, and originality/plagiarism) of the research proposals/reports as notified by the Registrar office for the programs conducted at constituent department/colleges/institutes of the University and by the Head of affiliated college/institutes for the programs conducted therein.
- c. The research supervisor will be appointed after the recommendations of the Research committee. An eligible supervisor must have 18-years of education in respective discipline/subject.
- d. The Research Project shall be evaluated by an External Examiner duly appointed by the University, upon payment of the prescribed fee by the candidate. Each student shall be required to appear before the External Examiner for a Viva Voce examination, which shall be based on the candidate's original Research Project.

#### **14.2.6. Internship:**

The students shall be required to undertake the internship as prescribed by the University and Higher Education Commission (HEC).

### **15. GRADING:**

- i. The subject wise grading system as **appended at I** will be followed for the grading of the students.
- ii. Minimum qualifying CGPA required for the award of undergraduate degree shall be 2.00.
- iii. **Award of Final Transcript:**

The final transcript shall be awarded to the students provided;

- a. The final result of all the semesters has been declared.
- b. He/she has obtained clearance from the relevant academic & administrative departments.

iv. **Award of Degree:**

A student who has successfully completed all the requirements prescribed in these regulations shall be awarded degree.

v. **Format of Final Transcript:**

The final transcript for the award of the degree will include the information detailed in **appendix II**.

vi. **Student Grievances:**

The student, if he/she feels aggrieved regarding the award of grades, may apply for recounting or reviewing in accordance with the prevailing examination regulations.

**16.INDISCIPLINE / USE OF UNFAIR MEANS IN EXAMINATIONS:**

- i. Any candidate found guilty of using unfair means in the Examinations shall be dealt under the Regulations pertaining to Use of Unfair Means during Examinations.
- ii. General misconduct/indiscipline shall be dealt by Discipline Committee under the prescribed UHS regulations for conduct and discipline of student.

**17.PROMOTION, PROBATION AND DROPOUT POLICY:**

1. A student acquiring a minimum of fifty five percent (55%) marks in written and fifty five percent (55%) marks in the oral & practical examination and sixty percent (60%) marks in aggregate, independently and concomitantly at one and the same time, shall be declared Pass in a subject.
2. A student acquiring **2.0 or above** GPA out of **4.0** in a semester examination, and passing in all the subjects, shall be promoted to the next semester.
3. A student acquiring **less than 2.0 GPA** in a semester but passing all subjects will be promoted on probation for the next semester, with the condition to achieve more than **2.0 GPA** in the next semester.
4. A student obtaining a GPA of less than 2.0 and/or failing in any number of subject(s) will be promoted to the next semester under probation, with the condition to pass the failing subject(s) in **the immediate subsequent corresponding semester**.
5. A student appearing in final semester examination but debarred from taking

examination in subject(s) due to short attendance will be promoted to the next semester under probation, with the condition to pass the debarred subject(s) in the immediate subsequent corresponding semester.

6. A maximum of **two probations** will be permitted in a **4-year degree program of which one probation is permitted during the first four semesters and one during the last four semesters**. Therefore:

- i- A candidate attracting the 2 probations in first 4 semesters (i.e. Semesters 1, 2, 3 & 4) shall be dropped from the University rolls, whether attained in consecutive or non-consecutive semesters.
- ii- A candidate attracting the 2 probations in second 4 semesters (i.e. Semesters 5, 6, 7 & 8) shall be dropped from the University rolls, whether attained in consecutive or non-consecutive.

**18. EXTENSION IN STUDY PERIOD:**

- 1. In case of valid reason / excuse, the period of study may be extended for one additional year (Two Semesters) in all university programs provided concurrence for the same is granted by Vice Chancellor.
- 2. The student(s) who will not complete studies within stated periods including extension shall be struck off from the rolls of the university.
- 3. The students who have been given the right to extend the duration of study for one additional year shall pay normal fee for that semester(s).

**19. READMISSION:**

A candidate dropped from the college/university rolls on adversely attracting the regulations pertaining to probations can seek re-admission in the same course or any other after fulfilling the prescribed admission criteria and process.

**20. TRANSFER OF CREDIT HOURS**

**i. Eligibility**

- a. Transfer of credit hours is applicable only to undergraduate students enrolled in degree programs offered by University of Health Sciences, Lahore or the students enrolled in another accredited (HEIs) institution provided that the courses are deemed equivalent in content and rigor to those offered at University of Health Sciences, Lahore.
- b. Students enrolled in degree programs at University of Health Sciences, Lahore, and in another accredited (HEIs) institution, seeking for transfer of credit hours must be in good academic standing and must have earned

a grade "C" or higher in the courses they wish to transfer.

ii. **Evaluation Process for Transfer of Credit Hours**

- a. The application for seeking transfer of credit hours shall be submitted on the prescribed format.
- b. The transfer of credit hours requests shall be dealt by Equivalence/ Relevance committee of university in consultation with the Medical Education Department of UHS.
- c. For the On-campus students enrolled in degree program of University of Health Sciences, Lahore:
  1. Transfer of credit hours evaluations will be based on official transcripts submitted by the student and verified by the Examination Department, UHS.
  2. Applicant will be required to submit the additional documents as per following:
    - I. No Objection Certificate (NOC) from the Head of concerned department.
    - II. Certificate from the Finance Department regarding no financial obligations pending against him/her.
    - III. Applications will be submitted to the directorate of undergraduate studies which will be submitted to Pro-VC office for further approval from competent authority and subsequent notification from Registrar UHS.
- d. For the students enrolled in degree program of affiliated colleges/institute of University of Health Sciences, Lahore:
  1. Transfer of credit hours evaluations will be based on official transcripts submitted by the student and verified by the Examination Department, UHS.
  2. Applicant will be required to submit the additional documents as per following:
    - I. No Objection Certificate (NOC) from the Head/Principal of affiliated college/institute.
    - II. Applications will be submitted to the Registrar office All such cases, shall be forwarded by the Registrar Office to the UHS Relevance/Equivalence Committee, followed by Migration committee and their recommendations shall be forwarded to the Vice Chancellor for approval and subject to approval, the student shall be allowed to admit in desired degree program at University of Health Sciences, Lahore.

e. For the students enrolled in another accredited (HEIs) institution not affiliated with University of Health Sciences, Lahore:

1. Transfer of credit hours evaluations will be based on official transcripts verified by the Examination Department of the respective University, submitted by the student along with the application on the prescribed format.
2. Applicant will be required to submit the additional documents as per following:
  - I. Course syllabi or descriptions
  - II. No Objection Certificate (NOC) from the respective institution
  - III. Certificate for no financial obligations pending against him/her from the respective institution.
3. All such cases, shall be forwarded by the Registrar Office to the UHS Relevance/Equivalence Committee, followed by Migration committee and their recommendations shall be forwarded to the Vice Chancellor for approval and subject to approval, the student shall be allowed to admit in desired degree program at University of Health Sciences, Lahore.

iii. **Limitations for Transfer of Credit Hours**

Transfer of credit hours shall be subject to the following limitations:

- a. The student enrolled in another accredited (HEIs) institution, seeking transfer of credit hours with only percentages and/or pass/fail basis on the transcript, are not eligible for transfer of credit hours.
- b. Transfer of credit hours will not be allowed for the courses in which the student earned a grade lower than "C."

iv. **Appeals Process**

- a. Students dissatisfied with the outcome of their transfer credit evaluation may appeal the decision to the Registrar's Office.
- b. Appeals must be submitted in writing within 15 working days of receiving the results of evaluated transfer of credit hours.



## 21. AWARDS AND DISTINCTIONS:

- i. Minimum requirement for the award of degree to a candidate includes if he/she:
  - a. Has earned the minimum required credit hours in the allowed degree duration.
  - b. Has secured at least grade "D" in each course.
  - c. Has not availed more than two probations in entire program
  - d. Has obtained a minimum CGPA of 2.00.
- ii. Positions will be awarded on the basis of CGPA. First position holder after the final semester may be awarded Gold Medal. Gold Medal may be awarded separately for each degree program.
- iii. Students having A+ Grade in a subject shall be awarded the Distinction Certificates.
- iv. Roll of Honor shall be awarded to a student who completes his/her degree program with CGPA of 04.
- v. No Medal and Roll of Honor will be awarded to candidates who passed the examination in 2<sup>nd</sup> attempt.
- vi. No Medal and Roll of Honor will be awarded to candidates who improved their CGPA.
- vii. The rules and regulations of the University as notified from time to time shall be applied to the matters concerning awards and distinctions.

## 22. SCORING SCHEME:

Sr. No.	Assessment component	Structure	Weightage	Time Allowed
1	Internal assessment	As per internal assessment guidelines	5%	-
2	Mid-term	MCQs and SEQs based following similar structure as for final term examination	15%	MCQ =1.5min/MCQ SEQ= 10min/SEQ -
3	Final term examination Theory	MCQs = 50% (1 mark each) SEQs = 50% (5 marks each)	80%	MCQ =1.5min/MCQ SEQ= 10min/SEQ
4	Final term examination Viva voce and/or practical and/or clinical	50% OSPE 50% Viva Voice	100%	3 hours

<b>Course Credit Hours</b>	<b>Total Course Credit Hours</b>	<b>Theory</b>	<b>Practical*</b>	<b>MCQs per cr. hrs.</b>	<b>SEQs per cr. hrs.</b>	<b>OSPE</b>
1+0	1	1	0	15	3	-
1+1	2	1	1	15	3	3
2+0	2	2	0	30	6	-
2+1	3	2	1	30	6	3
3+0	3	3	0	45	9	-
3+1	4	3	1	45	9	3
2+2	4	2	2	30	6	6
3+2	5	3	2	45	9	6
0+1	1	0	1	0	0	3
0+2	2	0	2	0	0	6

## Appendix I: Grading system

Percentage	Grade Point	Grade
>90	4	A+
90	3.99	A
89	3.93	A
88	3.86	A
87	3.8	A
86	3.73	A
85	3.67	A
84	3.66	A-
83	3.58	A-
82	3.5	A-
81	3.42	A-
80	3.34	A-
79	3.33	B+
78	3.25	B+
77	3.17	B+
76	3.09	B+
75	3.01	B+
74	3	B
73	2.89	B
72	2.78	B
71	2.67	B
70	2.66	B-
69	2.5	B-
68	2.34	<b>B- (F for PhD)</b>
67	2.33	C+
66	2.25	C+
65	2.17	C+
64	2.08	C+
63	2.00	C+
62	1.99	<b>C (F for M.Phil.)</b>
61	1.91	C
60	1.83	C
59	1.75	C
58	1.67	C
57	1.66	C
56	1.54	D+
55	1.43	D+
54	1.31	D+
53	1.3	D+
52	1.2	D
51	1.11	D
50	1.01	D
49	0	<b>F for BS</b>

**Note:**

- I.** The percentage marks obtained in any subject shall be rounded off to nearest digit and GPA will be assigned accordingly.
- II.** A fraction of mark in a course is to be counted as '1' mark e.g. 64.1 or 64.9

is to be shown as 65.

**Computation of GPA and CGPA:**

- a. The performance of the student will be calculated using a standard scale of 0.00 to 4.00.
- b. Semester Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA) will be calculated using the following relationships:

$$\text{GPA} = \frac{\text{Sum over all courses in a Semester (Course Credit Hours x Grade Point Earned)}}{\text{Total Semester Credit Hours}}$$

$$\text{CGPA} = \frac{\text{Sum over all taken courses in all Semesters (Course Credit Hours x Grade Point Earned)}}{\text{Total Credit Hours taken in all Semester}}$$

\*The grading system is adopted as per HEC guideline i.e., Policy guidelines for implementation of uniform semester system in HEI's of Pakistan.

## **Appendix II: Format of final transcript**

### **Front Side:**

- Name of Student
- Father's Name
- Date of Birth
- Registration No. /Roll No.
- CNIC No. for Pakistani and Passport No. for Foreign Students
- Name of the Program
- Date of Admission into Degree Program
- Semester Wise Break-up with Dates
- Subjects Detail along with Credit Hours in theory and practical separately
- Type of Enrollment – Full Time or Part-Time
- Picture of the Applicant be Printed on Transcript
- Date of Completion of Degree Requirements
- Mode of Study – Regular or Private
- Credit Hours Exempted/Transferred if any/applicable.
- Online Result Verification Key/ ID /QR code (Front Side at the End of the Transcript)
- GPA/CGPA and Overall Percentage against earned CGPA (at the End of the front side of Transcript)

### **Back Side:**

- Basic Admission Requirement of the Program
- Grading System must be mentioned on Back Side of the Transcript
- Name of Campus
- Signature of Issuing Officer(s) (Front and Back Side at the end of the Transcript). The diploma/transcript must have the water-mark seal on it.