



No. UOM/Acad/23/496

Dated: 21-Dec-2023

NOTIFICATION

In continuation of this office notification No. UOM/Acad/23/390 dated 11-Oct-2023, the committee has submitted the final version of the Regulations titled "*The University of Malakand Regulations for Admission to Associate Degree (AD) and BA/BSc Graduates to 5th Semester 2022 and onwards*" (enclosed).

Encl: (Amended version of the Regulations titled "*The University of Malakand Regulations for Admission to Associate Degree (AD) and BA/BSc Graduates to 5th Semester 2022 and onwards*")

Copy for information and necessary action (if any) to:

1. All Deans
2. Heads of All Teaching Departments/Sections/Offices
3. The Controller of Examinations
4. Principals of all affiliated colleges
5. Director, Quality Enhancement Cell
6. Coordinator, Women Sub-Campus Batkhela.
7. Network Administrator with the request to upload the same on University website.
8. PS to Vice-Chancellor
9. PA to Registrar
10. Relevant File

Assistant Registrar Academics

Assistant Registrar Academics

The University of Malakand Regulations for Admission to Associate Degree (AD) and BA/BSc Graduates to 5th Semester 2022 and Onwards

1. SHORT TITLE, COMMENCEMENT AND APPLICATION

- a) These regulations are framed under Section 29 of the Khyber Pakhtunkhwa Universities Act, 2012 and shall be called "*The University of Malakand Regulations for Admission to Associate Degree (AD) and BA/BSc Graduates to 5th Semester 2022 and onwards*".
- b) These shall apply to all undergraduate programs of the University of Malakand.
- c) These shall come into force from the date of approval, or any such time as specified by the Syndicate.

2. DEFINITIONS

In these regulations, unless the context otherwise requires, the following expressions shall have the meanings hereby respectively assigned to them.

- a) "Associate Degree Program (AD)" means the 2-year undergraduate degree program offered to students after successful completion of HSSC or equivalent qualification.
- b) "Associate Degree (AD)" a degree awarded to the students after successful completion of Associate Degree Program.
- c) "University" means the University of Malakand.
- d) "Department" means any teaching Department/institute/affiliated college of the University of Malakand
- e) "Major" means a primary area of interest in which a student specializes.
- f) "Minor" means a secondary area of interest in the same or other (allied) discipline(s).
- g) "Deficiency Course(s)" are credited courses required for the fulfillment of minimum credit hours either for eligibility of admission or award of BS degree.
- h) "Summer Semester" is an optional third semester that is offered to the students for deficiency courses, failed course(s), improvement of grade, project internship, thesis, lab work, or any credit/non-credit part of an academic program.
- i) "Undergraduate Education Policy (UEP)" means the Higher Education Commission's Undergraduate Education Policy 2020.
- j) "Distribution Course" means course(s) in allied or complementary departments as specified by the department.
- k) "4-YEAR SPLIT PROGRAM" means a program divided into 2+2 BS scheme where first two years refer to courses taught for associate degree while the other two years refer to 5th semester and onward courses at par with BS (4-Year) program.

3. Preamble

These regulations are framed for admissions to Associate Degree (AD) and subsequent admission in 5th semester according to the Undergraduate Education Policy UEP, 2020. These regulations cover steps/measures needed to facilitate the implementation of undergraduate programs for students who seek admission in Associate Degree (AD) in the affiliated colleges, highlight the scheme of studies for those students who successfully complete their AD degrees or BA/BSc degree and intend to continue their education in a relevant teaching department of the University of Malakand for a minimum period of 2 years towards the completion of BS (4-Year) or 16 years education/degree.

a) Associate Degree Program

An Associate Degree is an undergraduate degree that is offered to students after successful completion of HSSC or equivalent qualification. The normal duration of an Associate Degree extends over a minimum period of two years (4-Semesters).

b) Types of Associate Degrees

i. Associate Degree in Arts (ADA)

This type of Associate Degree program focuses on business, humanities, arts, social sciences, or other relevant disciplines.

ii. Associate Degree in Science (ADS)

This type of Associate Degree program covers Sciences, Mathematics, and other relevant subjects.

iii. Associate Degree in Applied Sciences (ADAS)

Associate Degree in Applied Sciences focuses on subjects related to the provision of technical and vocational skills i.e. prepares students for a specific occupation or work in a specific field i.e., computer science technology, hospitality management, paralegal studies, law enforcement, welding, health sciences, human rights, NGOs Management etc.

4. Admission Requirements for Associate Degree in Arts (ADA) and Associate Degree in Sciences (ADS)

Admission requirements shall be subject to the following conditions:

- a. The age of an applicant shall be subject to university policy/Khyber Pakhtunkhwa Government whichever the case may be.
- b. The applicant must have Higher Secondary School Certificate (HSSC) or equivalent qualification with at least 45% Marks.

5. Graduation Requirements

- a) In order to complete the 02-Year Associate Degree, a student must require completing a minimum of 60 Credit Hours of Course work with a minimum 2.00 CGPA or as prescribed by the university.
- b) In order to graduate in a BS (4-Year Split) program (5th semester onward), a student must require completing a minimum of 130 Credit Hours (including AD and 5th semester onward) of Course work with the minimum required CGPA as prescribed by the university.

- c) In case of less than the required CGPA for the award of degree, the students shall be allowed to improve grades/CGPA as per the university policy in vogue.

6. Admission in BS (5th Semester)

a) Admission of AD students in BS 5th Semester

- i. A candidate seeking admission to the University of Malakand after successful completion of Associate Degree (AD) shall enroll in the 5th Semester in the respective department by submitting an application form through the approved mechanism of the university at the time of announcement.
- ii. After admission, students shall successfully complete the minimum credit hours required for the award of BS degree (4-Year split) program in a minimum of 2 years (4 semesters) in their respective departments.
- iii. The minimum number of credit hours required for the award of BS degree under (4-Year split) program shall be 130 which shall also include the credit hours earned in the 2-year associate degree program.
- iv. The maximum age for admission in the 5th semester shall be determined as per section 2.1 of *The University of Malakand Conduct of Examinations Bye-Laws 2015 onward*.
- v. The maximum duration of the BS 5th semester onward (4-Year split) program shall be three (03) years.

b) Enrolment of BA/BSc Degree Holders to 5th Semester of BS (4-year) Program

- i. The criteria for enrollment of 2-year Bachelor (BA/BSc) Degree Holders (under Annual System) to 5th semester BS (4-year) is derived from HEC policy titled "Implementation of Semester System in Higher Education Institutions of Pakistan" sub-title "Policy Guidelines Approved by the Higher Education Commission (HEC)" page-4 (section-3) where the criteria for admission of BA/BSc students to BS (4-year) 5th semester (with slight modification) is given as:
 - a. A 2-year Bachelor Degree (BA/BSc) Annual System will be equivalent to 50 Credit Hours under the semester system.
 - b. The candidate will be given the benefit of a maximum of 50 Credit Hours for the BA/BSc courses.
 - c. BA/BSc (annual system) degree holders can enroll in the relevant BS (4-Year) Degree program and they shall complete the remaining minimum of 80 Credit hours for the award of BS (4-year) degree.
- ii. Out of a minimum of 80 credit hours (remaining 80 CH), a minimum of 10 Credit Hours shall be earned from the Deficiency Courses that will be offered by the department in the regular/summer semester(s).
- iii. Students who have completed B.A/B.Sc (2-Year) following annual system shall compete for admission on open merit basis in the relevant discipline subject to fulfillment of eligibility criteria (section 11).

7. Minimum Credit Hours Requirements from AD/B.A/B.Sc to BS (4-year Split) Program

- a) Each department/college shall ensure minimum credit hours of 130 to be offered for completion of BS (4-Year Split) program as per detail given in the following table:

	Single Major and Single Minor
Associate Degree	Minimum 60 CH
B.A/B.Sc	50 CH
Deficiency courses for B.A/B.Sc Students	Minimum 10 CH
Major (39-54 CH)	Minimum 39
Distribution (minimum 18)	Minimum 18
Minor (15-24)	Minimum 15
	Minimum 130

- b) Deficiency courses for all students of AD/B.A/B.Sc or equivalent degree holders enrolled in BS (if any) may be adjusted by the department for completion of minimum requirements of degree from approved major, minor or elective courses.

8. Types of Courses

- a) **Major Course:** A major course is a primary area of interest in which a student specializes and the same must be offered within the specified range covering any discipline-specific course as approved.

- b) **Minor Course:** A minor course is a secondary area of interest in the same or other (allied) discipline(s) and shall be offered within the domain as specified whereas a student may or may not opt for minor:

Provided that the minor courses can be elective courses in a particular specialization within the prescribed domain of the program.

Further, provided that a student may choose a minor that may or may not complement a major. Having an additional minor makes the student more employable; gives an extra flavor to the degree; and adds to his/her skill set.

- c) **Distribution/Allied/Inter-disciplinary Courses**

Distribution/Allied/Inter-disciplinary courses are courses in allied or complementary departments as specified by the department.

9. Scheme of Study

All teaching departments/affiliated colleges shall follow the approved Scheme of studies of the University.

10. Summer Semester

Summer semester can be utilized for deficiency courses, failed course(s), improvement of grade, project internship, thesis, lab work, or any credit/non-credit part of an academic program as specified in section 17 of these Regulations.

11. Determination of merit list for Admission to 5th Semester

- a) Candidate seeking admission in the 5th Semester shall have completed Associate Degree/BA/BSc degree in the relevant subject/discipline with a minimum CGPA of 2.00 (for AD) or 45% marks for BA/BSc or shall have fulfilled the required eligibility courses/criteria approved/determined by the university and revised from time to time.
- b) The merit for admissions in 5th Semester shall be determined on the basis of the overall percentage/CGPA obtained in the AD and BA/BSc degree.
- c) Admissions to the 5th semester shall be treated as fresh intake which shall replace the existing MA/MSc (2 years) degree program.
- d) The number of seats shall be subject to the already approved seat breakup of the university.

12. Degree Title

The nomenclature of the 5th semester onward degree shall be called BS (4-Year Split) in Discipline e.g BS (4-Year Split) in Sociology

13. Determination of Gold Medal and Award of Merit Certificate

- a) The minimum number for fresh intake to a 5th semester BS (4-Year Split) Program shall not be less than 15 students.
- b) Students admitted as per section 13(a) above shall be eligible for the award of Gold Medal/Merit Certificate which shall be determined through relevant semester Regulations.

14. Exiting from BS (4-Year) Program with 2 Year Associate Degree (AD):

- a) A student admitted to the BS program shall be allowed to exit with an Associate Degree, provided that he has fulfill the minimum requirements for the award of Associate Degree as prescribed by the university. Such cases shall be forwarded to the Controller of Examinations with the recommendation of the Chairperson and Dean/Principal concerned. The option once exercised shall not be reversible.
- b) Those students who promote to 5th semester onwards during their BS (4-Year) program but fail to complete the requirements of the degree at any stage for any reason may apply for the award of Associate Degree instead.
Provided that he/she has already fulfilled the minimum requirements for the award of Associate Degree.
- c) In case of less than the required CGPA for the award of the associate degree, the students shall be allowed to improve CGPA as per the university policy in vogue.

15. Promotion to next higher semester:

The following criteria shall be followed for promotion to next semester:

- a) A student shall be promoted to 6th semester if he/she passes at least 50% courses of 5th semester.
- b) A student shall be promoted to 7th semester if he/she passes at least 50% courses of 6th semester.
- c) A student shall be promoted to 8th semester if he/she passes at least 50% courses of 7th semester and 100% of 5th semester.
- d) The benefit of fraction shall go to the candidate.
- e) Students enrolled under section 18 of these Regulations shall follow the relevant Regulations as approved by the university.

16. Transcript Format

- a) The transcript shall include all the courses from 5th semester and onwards.
- b) Deficiency Courses or improvement of grade or re-registered courses shall be reflected in the transcript as per the university format.
- c) Courses offered in the summer semester shall be reflected as repeated course in the transcript.
- d) The CGPA/percentage/division/grade of the AD/B.A/B.Sc or equivalent shall be reflected separately in the final transcript of the BS (4-Year split) program.

17. SUMMER SEMESTER

- a) Summer semester will be offered as an optional semester of 08-10 weeks duration.
- b) A student who wants to take deficiency/failure/improvement/repetition of course, he/she may enrol in a maximum of 2 courses of 03 or 4 credits each in summer semester.
- c) The contact hours per week during the Summer Semester will be doubled to ensure that the course is completely taught in a summer semester with half of the duration as compared to a regular (Fall/Spring) semester.
- d) During summer semester, the selected subjects will be offered in accordance with university policy.
- e) There shall be two contact hours per week during the summer semester for each credit hour assigned to a subject.
- f) A teacher shall be allowed to teach a maximum of 02 courses (up-to 08 CH) .
- g) The examination pattern, paper evaluation etc. shall be as per the semester rules of UOM.
- h) The tuition fee for the summer semester (even for a single course) shall be equivalent to the normal semester fee of that department/program.
- i) The registration for courses in the summer semester shall start immediately after declaration of result of the spring semester.
- j) The result shall be declared before 1st September or start of the fall semester whichever is later each year.
- k) The payment to all teaching staff shall be made @1000/-rupees per CH.
- l) The fee in all cases shall be deposited by the students prior to the commencement of classes in the summer semester.

18. Extension/Adoption of Already Approved BS (4-Year) Schemes of studies for 2+2-Year for University of Malakand and affiliated colleges

- a) From fall semesters 2023 and onwards, the existing BS (4-Year) Program shall extend to the non-BS colleges to adopt the initial two years courses (4 semester of the first 02 years) for the award of Associate Degree.
- b) The BS (4-Year) in this scheme shall be split into 2+2 BS Scheme for integration and bringing similarity in taught courses in the university and affiliated colleges including both BS and Non-BS colleges.
- c) Students enrolled in this scheme will have no burden of extra courses/deficiency etc., however, students from other universities shall be treated as per rules/policy in vogue.
- d) The first 04 semester (initial 02 years) of the BS (4-year) programs will be considered as Associate Degree for non-BS Colleges subject to fulfilling the minimum requirements as prescribed by the university for the award of associate degree.
- e) Students having the relevant associate degree in this scheme shall be allowed to take admission in the 5th semester in both the affiliated colleges and university subject to the availability of seats as prescribed by the university.
- f) The already approved curriculum of BS (4-Year) programs of the university shall be extended to the BS and Non-BS colleges for convenience.
- g) The nomenclature of the degree for such students (enrolled in split courses) shall be BS (2+2 Scheme) in (Discipline)

19. REMOVAL OF DIFFICULTIES

If any question arises in the interpretation, implementation or operation of these regulations, causing substantial hardship to students, the Vice Chancellor may relax these regulations on recommendation of the Deans/Academic Committee.