



THE
UNIVERSITY OF
LAHORE

**POST GRADUATE
INSTITUTE OF LAW**

PROSPECTUS
2013-14

pil.uol.edu.pk

Vision

To be a prestigious, internationally recognized university offering innovative and high quality education with a focus on research excellence, ethics, diversity and equality for all; cultural advancement, positive partnerships and collaboration in order to produce world-class leaders in the fields of Science, Technology and Arts, emphasizing upon strong moral and ethical values in professionals imbued with qualities for meeting the challenges of tomorrow.





M A Raof
Patron, Board of Governors

The University of Lahore was established in 1999 with a vision to build a world class prestigious institution offering innovative and high quality education, unique learning environment, state of the art facilities and infrastructure. The University was granted degree awarding status by Government of the Punjab in 2002. Since its inception as Chartered University, dedicated efforts of the Board of Governors, Ibadat Educational Trust, teaching faculty and University management brought it to the level of an internationally recognized university in Pakistan. The University of Lahore has been ranked among the top 550-600 universities of the world and 171-180 in Asian Universities (QS & Times Higher Education Supplement). Moreover regulatory bodies of the Government of Pakistan that is Medical and Dental Council, Pakistan Engineering Council, Pakistan Nursing Council and Pharmacy Council of Pakistan have accredited its professional programs.

I firmly believe that the role of universities in the twenty-first century in Pakistan must respond to phenomenal changes unleashed by rapid advancement in science and technology for the economic development of the country as well as the challenge posed by globalization. We are already visualizing about the future of higher education in the next millennium and making efforts for this purpose. I am confident that our University will acquire this prime objective with professional competence, commitment and dedication of management and highly qualified teaching faculty.

The University of Lahore is playing a significant role in the lives of thousands of young students and graduates of Medicine, Dentistry, Engineering, Allied Health Science, Molecular Biology, Biotechnology, Bio-chemistry, Environmental Science, Business Studies, Information Technology, Computer Sciences, Art and Social Sciences.

I am glad that researchers and scholars of the University are working as a team for contributing towards building up a positive social capital for the benefit of our civil society. We do this by creating best ideas and practices for dissemination amongst students in classrooms and laboratories.

I welcome knowledge seekers and professionals to experience the enjoyable and congenial learning environment at UOL. I am sure that you will find desired values in our programs.



Awais Raof
Chairman, Board of Governors

The University of Lahore, under the auspices of the IBADAT Educational Trust, has achieved a significant progress in a short period of time by setting up facilities for teaching and research in almost all the disciplines. Established in 1999, The University of Lahore has by now 11 full-fledged Faculties, 24 Departments, 02 Research Centres, 02 Technology Parks. It has teaching faculty of 941 and administrative support staff numbering 1387. Looking at the prevalent educational needs of the masses in the country, it is evident that the Government is not in a position to cater for the population in providing educational facilities, The University of Lahore is thus doing its best to fulfil this gap. There have been problems in the initial phase, however, at this point of time the University has reached a level where it is setting progressive educational culture. The University of Lahore also pays strong emphasis on research as evidenced by the research grants available to various departments within the University and its investment into dedicated research projects, thus encouraging its faculty to conduct original research and publish research papers. We recognize that years spent in higher education are some of the most formative of an individual's and must be enriched by activities and experiences inside and outside the classroom. The University emphasizes healthy sports and co-curricular activities. With a vibrant culture of student societies and participation through debates & dramatics, the University fosters the growth of leadership and social skills.

In addition to the state-of-the-art class rooms and laboratories, the University provides excellent IT facilities with dedicated PC labs. The University has a fleet of buses, which allows pick and drop facility through to its campuses and around the city. The University also provides transport facility to its faculty. There are two hostels, accommodating 1000 female students, located at the Defence Road Campus of The University of Lahore. The facility features 24 hours security 7 days a week, meeting rooms, social spaces and TV room along with cafeteria and laundry services. High speed internet & WiFi are also available. University wardens & residential mentors manage the facility.

The University enjoys excellent links & partnerships in various areas of knowledge & resource sharing with some of the most prestigious universities of the world. We have in recent years attracted students from Turkey, Palestine, Syria, Jordan, UAE, Somalia, Nepal & Sudan amongst others. Special foreign seats are available in programmes such as Medicine & Dentistry. I am sure that the students at the University find the best return of their money and effort in terms of best educational facilities leading to a prosperous future and enjoyable life.



Prof. Dr. M. H. Qazi
Vice Chancellor

I have watched with deep interest the progress of the University of Lahore, since its inception in the year 1999. From a recent review of various departments of the University, I am encouraged to see that the quality of education has been sustained by our young and experienced faculty. In the changing scenario of instructional technology, the constructivist theory of learning has become the mainstay of the teaching-learning process. Contrary to this, for a large number of years the students have been treated as passive learners. The integration of tools of technology with education has created a different circumstance in which the learner is an active participant and is thus able to use his creative abilities for problem solving. I am pleased to know that on a fully networked campus, the teachers are making best use of this learning methodology. I believe that if this practice is sustained, then, the University will be able to add substantial value to the training of students in accordance with market needs.

The University, after facing initial teething problems, has stabilised to a more progressive educational culture. After strengthening the teaching learner process the university is now craving its path in economically important areas of research, especially in the field of Molecular Biology and Biotechnology. The initiation of Post-Doc programme in this subject is likely to play an important role in the development of specialised human resource in a prospective economic field.

Whereas our teachers are fully involved in the training of students, yet I find a lot of room for further improvement in student-teacher interaction inside and outside the classroom. In a University where cultural advancement is of utmost impertinence, it is imperative that sufficient space should be provided for extra curricular activities. This aspect should be strengthened by encouraging the students for establishing academic societies. I already see a lot of talent among the students which can be harnessed for such activities. Furthermore, I hope that as we grow, a more intense relationship can be developed between the University and the industry. This is necessary for translation of knowledge into technology.

I see a bright future for the University, and wish the University a great success in the times to come.



Prof. Dr. Saleem Shuja
Rector

The University of Lahore is widely recognized as a premier university at national and international level imparting quality education with diverse disciplines ranging from applied sciences to arts. High quality education with a focus on research excellence, state of the art infrastructure and facilities at the University has originated international recognition to the University. I commend the vision of the Trustees of Ibadat Educational Trust who founded the University of Lahore in 1999 and obtained its charter from the Government of Punjab in 2002. The University of Lahore has been recognized as 'W4' Category University by the Higher Educational Commission (HEC) Pakistan within a short period of five years.

Technical and professional education is the instrument of growth & development of any country's economy, The University of Lahore has, therefore, special focus on such disciplines. Medical and Dentistry, Public Health, Electrical Engineering, Civil Engineering, Mechanical Engineering, Pharm-D and Nursing Programmes equipped with modern laboratories have been duly approved by the Pakistan Medical and Dental Council (PMDC), Pakistan Engineering Council (PEC), Pharmacy Council of Pakistan and Nursing Council respectively. The programmes of Allied Health Sciences, Molecular Biology and Biotechnology, Biochemistry, Law, Management Sciences, IT & Computer Sciences, Mass communications, Technology (Mechanical Civil and Electrical), and Electronic Media have earned their name at national level. Moreover, we will broaden further our diverse range of collaboration in the fields of teaching and research among institutions locally and abroad, create an academic and multicultural atmosphere in the campus, promote knowledge transfer and strengthen social service. The University has established a Quality Enhancement Cell in collaboration with HEC. The entire academic and research work is monitored by this cell. Presently the University of Lahore has more than 1.2 million square feet covered area in Lahore campuses. Buildings have been constructed over 800 kanals of land. The building of hospital is almost complete as per PMDC requirements similarly; a sports complex and a big mosque are being built. Two hostels for girl student have been functional for more than one year. More hostels have been built both for boys and girls.

On behalf of the University of Lahore I welcome all future students to visit and become the part of the fastest growing private sector multidiscipline chartered university of Pakistan. With best wishes for your bright future.



Dr. Rao Raza Hashim

Director Postgraduate Institute of Law

Welcome to the Post Graduate Institute of Law and my profound gratitude for your interest in our law school. At PIL, we are deeply committed to providing a range of courses that allow students to pursue their area of interest. There are several opportunities to pursue courses in the field of Business law, Environment law, International human rights and many more.

At this moment we are offering LL.M., and MS in Commercial Law. The purpose of LL.M. is to provide law graduates with knowledge and skills that are most beneficial for lawyers who are working for corporations and law firms involved with commercial transactions. The aim of MS in Commercial Law is to prepare business managers, bankers, entrepreneurs, etc., with knowledge and skills that are most constructive for comprehending the legal aspects and complexities of different commercial transactions. Furthermore, the MS provides tremendous competitive edge for people who do not possess a background in law. The corporations and other enterprises are certainly to value employees with extensive knowledge in law over staff members with knowledge confined to their respective fields.

You will be taught by faculty members who are distinguished scholars and unparalleled in their respective area of specialisation. We eagerly look forward to providing you with a fulfilling and intellectually enriching educational experience.



Talal Ahmad Rana

Director Administration Postgraduate Institute of Law

It is our mission at PIL to strive for excellence in educating professionals with an eye towards latest trends to ensure that our graduates are ready to take on emerging challenges in the field of law.

Our curriculum is designed to equip students with the skills necessary to use the academic knowledge in practice. In order to achieve our objective, we will sponsor a series of conferences, workshops and seminars on the emerging trends in field of law. Such events will provide a platform for students of law to learn from renowned scholars from academia, judiciary, government and private practice. It will also allow for a number of network opportunities for students to foster new friendships and bonds that will last a lifetime.

We offer extensive support for nearly every feature of your life from the instant you are accepted into the program. We will be with you as you build up a personalized academic plan to attain your goals. In addition to the outstanding education from our renowned professional faculty, a faculty member is accessible to offer you with one on one tutoring to guarantee your success.

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THE UNIVERSITY OF LAHORE

Founded in 1999 by Mr. M A Raof, under the auspices of the Ibadat Educational Trust, the University of Lahore has created its name in the field of higher education and is regarded as one of the premier private sector general University in Pakistan with diverse disciplines ranging from Medicine & Dentistry and Engineering to the Arts and Social Sciences. Our strong emphasis on balanced progress and focus on human capital has allowed us to grow to a student body of more than 18000 across five 'purpose built' campuses in Lahore, Islamabad and Sargodha with nine diverse Faculties

The quality of teaching facility and research excellence has also granted international recognition placing the University amongst the first Pakistani University to be ranked in the prestigious QS Ranking, and in 2012 ranked among the top 6 Universities from Pakistan in QS Asia Ranking. The Higher Education Commission (HEC) has also elevated the University of Lahore to its highest "W4" category of Universities reserved for those institutions that fulfill all criteria of an International Quality University. The University of Lahore has special focus on Professional and Technical Education as it is an instrument of growth & development of any country's economy, therefore, the programs of Medical & Dentistry, Public Health, Electrical Engineering, Civil Engineering, Mechanical Engineering, Pharm-D and Nursing which are equipped with state of the Art Laboratories and are accredited by Pakistan Medical & Dental Council (PMDC), Pakistan Engineering Council (PEC), Pharmacy Council of Pakistan and Pakistan Nursing Council respectively.

Strong linkages with the industry are of paramount importance for any Higher Education institution and The University of Lahore enjoys excellent links with international Universities. We also have a range of knowledge sharing and human resource development programs with major multinationals of Pakistan. Students at the University can expect excellent internship and skill development programs during the course of their education and with Student Services Center (SSC) in operation; students can take full advantage of job placement, career counseling and support services.

The University of Lahore has also invested in a number of Technology Park projects such as the Media Technology Park: The Creative Village, a premier facility for professional media content, an Agri Technology park and a Bio Technology park which are central to the growth of a progressive development of our students and the country's economy as a whole. The University of Lahore also pays strong emphasis on research as evident by the research grants available to various departments within the University and its investments into dedicated research projects and facilities such as CRIMM (Center for Research in Molecular Medicine) specializing in Cancer research. Here at the University of Lahore, we recognize that the years spent in Higher Education are some of the most formative of an individual's life and must be enriched by activities and experiences inside and outside the classroom. The University emphasizes healthy sports and co-curricular activities under its Student Representative Office (SRO). With a vibrant culture of student societies and participation through debates and dramatics, the University fosters the growth of leadership and social skills. The students are also imbued with a sense of community service through the Universities extensive disaster relief Program: UOL Relief program where students voluntarily participate in providing aid and facilitation to disaster affected areas of Pakistan.

The University of Lahore enjoys excellent links and partnership in various areas of knowledge and resources sharing with some of the most prestigious Universities around the world in England, USA, Turkey, Iran, Northern Cyprus, Turkey, Thailand, Russia, Sudan, Iraq, etc.

Fact FILE

- Established under the auspices of Ibadat Educational Trust
- The University of Lahore established in 1999
- The University of Lahore chartered in 2002

Programs Approved by

- Higher Education Commission of Pakistan (HEC)
- Pakistan Medical and Dental Council (PM&DC)
- Pakistan Engineering Council (PEC)
- Pharmacy Council of Pakistan
- Pakistan Nursing Council
- Pakistan Bar Council

The University of Lahore (Defence Rd Campus)	98 Acres, 1 Kanals
The University of Lahore (Raiwind Rd Campus)	4 Acres, 7 Kanal
The University of Lahore (City Campus)	1 Acre
The University of Lahore (Islamabad Campus)	2 campuses: a) 15 Acres, b) 5 Kanals
The University of Lahore (Sargodha Campus)	4 Acres
The University of Lahore (Chenab Campus, Gujrat)	4 Acres

Student Body: 18,649
Faculty: 941
Staff & Support: 1387
11 Faculties
24 Departments
2 Research Centers
2 Technology Parks

* Data Correct as of May 2013

International RANKINGS

The Higher Education Commission of Pakistan also places the University of Lahore in its highest 'W4' Category.

Ranked amongst **Top SIX PAKISTANI Universities** in 2012 QS Asia Ranking

World University Ranking 2011	600+
World Art & Humanities 2010	351-400
Asian University Ranking 2011	171-180
Asian University Ranking 2011 Arts and Humanities in Asia	144
Asian University Ranking 2011 Life Sciences and Biomedicine in Asia	153
Asian University Ranking 2011 Natural Sciences in Asia	164
Asian University Ranking 2011 Social Sciences in Asia	174
Asian University Ranking 2011 IT and engineering in Asia	190

The University CAMPUSES

LAHORE CAMPUS

The University's Defence Road Campus is built near the prime Defence Road area just off Raiwind Road and consists of a purpose built facility spanning 100 Acres which houses the University College of Medicine & Dentistry, Pharmacy Department, Computer Science & IT, Lahore Business School, Institute of Molecular Biology and Biotechnology, Bio-chemistry, Environmental Science, Faculty of Allied Health Sciences, Nursing School, Law Department and School of Creative Arts. The facility features a lush park with fountains and flower gardens and an inner courtyard, which provides ample space for students to rest and recuperate. Additional facilities include a four floor student center, a purpose built library, on premises hostels with concierge and laundry and spacious auditoriums. The premise also encompasses two technology parks, the Agri- technology park and the biotechnology (CRIMM) is also based here. The development of a Mosque and a comprehensive sports complex are currently underway.

The Campus on Raiwind Road spans 4 Acres & 7 Kannals and houses the Engineering, Technology, University College of Dentistry, Mathematics Department and English Literature & Language. The facility features a comprehensive library, a spacious cafeteria and fully equipped laboratories and IT infrastructure. The City Campus houses the school of Accountancy and Finance and is based in the posh Gulberg Area.



The University of Lahore has THREE Campuses in Lahore, TWO Campuses in Islamabad & ONE Campus each in Sargodha & Gujrat

POST-GRADUATE INSTITUTE OF LAW (PIL)

The University of Lahore has always been at the forefront of innovation and has played a proactive role in shaping and accelerating the modern day Higher Education scene in Pakistan. The management of The University of Lahore decided to establish its Post Graduate Institute of Law (PIL) Campus in Lahore with state of the art infrastructure and facilities.



ISLAMABAD CAMPUS

The Islamabad campuses have spread in its educational fields and now provide wide variety of curricula including Management Sciences, Information Technology, Pharmacy and Electrical Engineering & Civil Engineering, Accounting & Finance. Planning for launching additional fields remains an ongoing process. The campus at main Islamabad highway is spread over 15 acres of area. The facilities like library, student's auditorium, class rooms, laboratories, Mosque, canteen, dispensary, Playgrounds, faculty offices have all been catered at the new campus. The university has separate hostel facilities for male and female students. Strict security arrangements have been created. We endeavor to provide all possible facilities to students and staff for research and development in various fields of education.

CHENAB CAMPUS

The University of Lahore has always been at the forefront of innovation and has played a proactive role in shaping and accelerating the modern day Higher Education scene in Pakistan. The management of The University of Lahore decided to establish its campus at Gujrat with the state of the art infrastructure and amenities to fulfill the necessity of the local community keeping in view the need of market oriented programs in industrial triangle comprising districts of Gujranwala, Sialkot & Gujrat, and also to the peoples living in the adjacent districts, i.e Mandi Bahauddin, Hafizabad, Jhelum, Bhimber (AJK). The campus has spread in its educational fields & now provides wide variety of curricula including Engineering & Technology, Management Sciences, Computer Sciences, Doctor of Physiotherapy, Commerce & English Language & Literature.

SARGODHA CAMPUS

The Sargodha Campus has spread in its educational fields and now provides wide variety of curricula including Management Sciences, Computer Sciences, and English Language and Literature. The Sargodha Campus at Lahore Road, Sargodha is spread over 4 acres of area. Facilities like Library, Cafeteria, Mosque, Playgrounds, Faculty Offices, & State of the Art Facilities in Sargodha Campus.

BABA FAREED CAMPUS

The University of Lahore has always been at the forefront of innovation and has played a proactive role in shaping and accelerating the modern day Higher Education scene in Pakistan. The management of The University of Lahore decided to establish its campus at Pakpattan with the state of the art infrastructure and amenities to fulfill the necessity of the local community keeping in view the need of market oriented programs in industrial triangle comprising of Lahore, Faisalabad & Multan, and also to the peoples living in the adjacent districts, i.e Okara, Sahiwal, Arifwala, Burewala, Depalpur etc.

POST GRADUATE
INSTITUTE OF LAW



Post Graduate **INSTITUTE OF LAW**

INTRODUCTION

At PIL, we are dedicated to absolute top-tier education. And we are equally devoted to using our extensive intellectual capital to help resolve real-world problems and to create a more just society. One of our distinct features is to foster an environment where our students and faculty partner with people beyond the school: identifying challenges, forging alliances, solving problems, and sparking change.

Our highly distinguished faculty prepares our students for careers in a world of swift change, intricacy, and opportunity. At PIL, we meet this formidable challenge by offering a curriculum that offers a solid legal and ethical foundation, enriched by courses in emerging fields and practical experience.

PIL is a place where not only your intellect will be tested, but also as a place that will equip you with the training and the skills essential to hit the ground running as a lawyer. It is our sincere desire that having PIL on one's diploma will be tantamount to proficiency in legal reasoning and argumentation. We train our students to think and reflect critically, carefully, and thoughtfully and we do that better than any other institution. We also give serious consideration to capacity building training--the activities that professionals engross in every day of their life such as drafting and negotiating agreements and oral advocacy. The education and training you will receive as a PIL Law student is unrivalled, and private and public employers alike will be eager to have you as part of their teams. Come visit us and let us show you why our students and faculty are so content and satisfied to be here and meet the people in our community.

MISSION STATEMENT

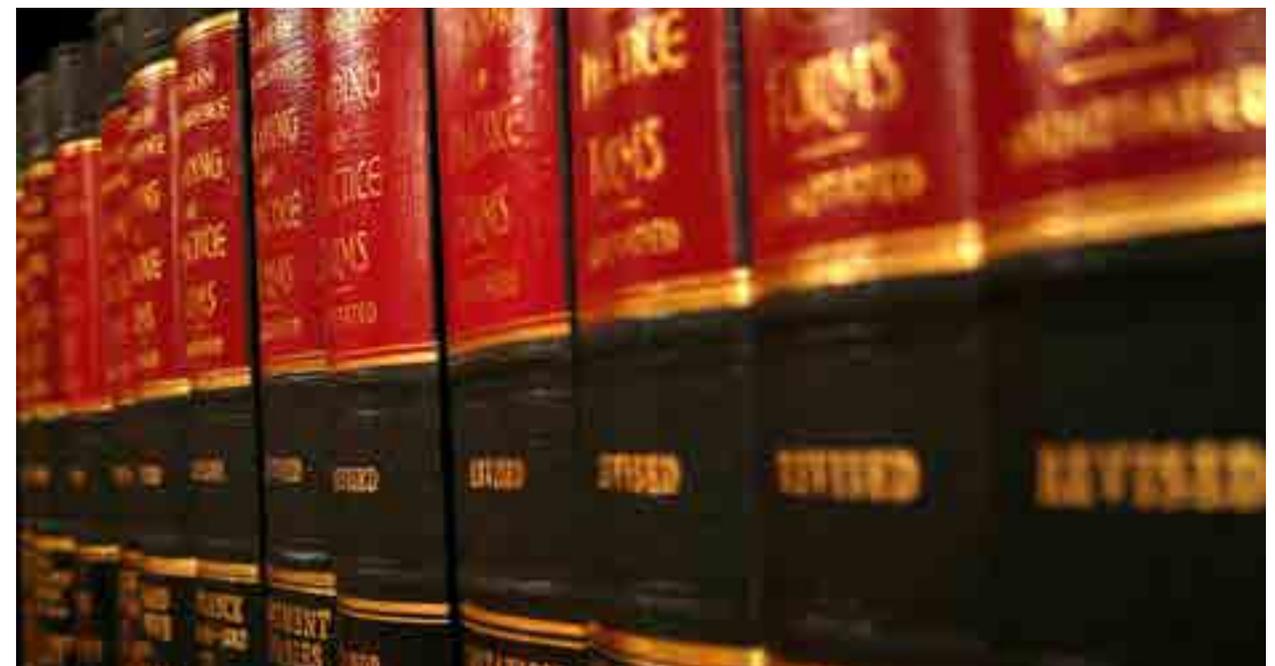
The mission of PIL is to offer its students with a wide-ranging, intellectually stimulating and scholarly environment in which to gain profound understanding of the law in its vast national, international, and interdisciplinary perspectives. The rigorous academic environment will enable students to acquire and enhance their professional skills, empowering them to become excellent lawyers and leaders in their respected professions and communities. It is the moral obligation of PIL to create an institutional devotion to justice, equality, the highest ethical principles and a system centered upon the rule of law.



Degrees OFFERED

Master of Laws (LL.M)

Master of Science in Law (MS Law)



OUR FACULTY

Dr. Rao Raza Hashim

Director

PhD Law, LL.M
Warwick, UK

Dr. Naveed Ahmad

PhD, LL.M

Dr. Shahbaz Cheema

PhD, LL.M

Dr. Sherhyar Sikander

PhD Law, LL.M Warwick, UK

Mr. Waqar Saeed Khan

LL.M UCL

Mr. Mohammed Irfan

LL.M UK

Mr. Ali Haider

LL.M UK

Mr. Malik Asad Awan

LL.M Warwick, UK

Mr. Rehman Azahr

LL.M, USA

Mr. Naumaan Ijaz Chaudhary

LL.M Warwick, UK

Mr. Asim Aziz Butt

LL.M (Glasgow, UK)

Mr. Umair Mansoor

LL.M Kings College London, UK

Barrister Waqas Ahmad Mir

LL.M Harvard

Barrister Haider Rasool Mirza

Barrister-at-Law of Lincoln's Inn
Pg. Dip. Prof. Legal Skills, ICSSL, City
University, UK
LLB. , UK

Barrister Harris



Master of LAWS (LL.M)

Program INTRODUCTION

LL.M program is designed to develop sound theoretical knowledge of the subject and its application. This program helps the students to grasp tools and skills for advanced studies leading to Ph.D. Furthermore, it aims to disseminate comprehensive knowledge focused at advance legal issues related to number of specialized areas; such as Administrative Law, Alternate Dispute Resolution, Banking Laws, Commercial / Business Laws, Company / Corporate Law, Comparative Constitutional Law, Comparative Environmental Law, Comparative Human, Rights Law, Constitutional Law of Pakistan, Criminology, Intellectual Property Laws, International Economic Law, International Trade Law, Islamic Laws, Labour Laws, Law and Politics, Law of Evidence, Law of International Institutions, Law of Taxation.

Master of Science in LAW (MS LAW)

Program INTRODUCTION

MS Law is an equivalent degree to the LL.M program for non-law graduates with 16 years of education. This program is ideal for those who want:

To restart their career, To move into a new area of expertise, To improve career prospects, To move to a new employer, To get broader global picture, To deepen knowledge, To be a teacher of law, To have an intellectually enriching experience

After completion of MS Law, job opportunities will notably increase as the MS program bridges the gap between the industry and our legal system. The skills that students learn whilst doing MS Law will make them attractive to potential employers as they will be experts in their relevant industries as well as in relevant laws.

Program FACTS

Program Length

2 years (4 Semesters) 30 Credit Hours

Program Eligibility

Law Degree (J.D., LL.B., LL.B. (Hons.), B.A/LL.B., or equivalent) from HEC Recognized Institute with 2nd Div. GAT (General) with 50% marks Pre-requisite for the award of degree.

Admission Criteria

Entry Test as per Pakistan Bar Council pattern (GRE format including English, General Knowledge and Law).

Recognised BY

Higher Education Commission

Program FACTS

Program Length

2 years (4 Semesters) 30 Credit Hours

Program Eligibility

16 Year Education in relevant field or equivalent from HEC Recognized Institute with 2nd Div. GAT (General) with 50% marks Pre-requisite for the award of degree.

Admission Criteria

Entry Test as per Pakistan Bar Council pattern (GRE format including English, General Knowledge and Law).

Recognised BY

Higher Education Commission

Road MAP

Semester 1	Cr Hr	Semester 2	Cr Hr	Semester 3	Cr Hr	Semester 4	Cr Hr
Optional Course I	4	Optional Course I	4	Optional Course I	4	Research Thesis	6
Optional Course II	4	Research Methodology	4	Optional Course II	4		

Optional COURSES

- Administrative Law
- Alternate Dispute Resolution
- Banking Laws
- Commercial / Business Laws
- Company / Corporate Law
- Comparative Constitutional Law
- Comparative Environmental Law
- Comparative Human
- Rights Law
- Constitutional Law of Pakistan
- Criminology
- Intellectual Property Laws
- International Economic Law
- International Trade Law
- Islamic Laws
- Labour Laws
- Law and Politics
- Law of Evidence
- Law of International Institutions
- Law of Taxation

Note:

A candidate admitted to LL.M. degree programme shall be required to complete his course studies and submit his research thesis/dissertation in a period not exceeding four years from the date of his registration/admission.



University
**Rules &
Policies**



ADMISSION POLICY

The University of Lahore admits students whose educational background is sound and who can achieve success in higher education. Applications received for admission in various programmes are reviewed by the concerned departments. The applicants are required to appear in admission test and interview. The final merit is determined on the basis of past academic performance, score obtained in the admission test and performance in the interview.

The test pattern is of the same standard as of scholastic aptitude test (SAT) for undergraduate studies and graduate record examination (GRE) for graduate studies.

The academic programmes are spread over two semesters during each year. Total undergraduate programme is spread over eight semesters (four years). Graduate programs are taught for 2-4 years, keeping in view the type of degree. Each semester comprises of 18 – 20 weeks, which includes one week of examinations. A short summer semester of 8 weeks is usually offered to cover special courses.

Students who have completed all the formalities and deposited their fees and other dues on the prescribed date are eligible for registration. Each student,

admitted on merit, is expected to take the full load of courses prescribed for the semester.

ADMISSION

(a) Application for admission shall be entertained only on a prescribed form, which is part of the prospectus. Applications received through “e mail” shall be entertained only if they are followed by a pay order in the name of The University of Lahore and should reach UOL up to last date announced for the admission.

(b) Admission shall be granted on the basis of eligibility criteria mentioned for each programme and after passing the admission test & interview arranged by the admission committee of the department.

(c) Applicants, who have appeared in inter / degree level or pre-requisite level examination prescribed for admission in a programme and are awaiting results will be allowed to apply for admission, but they will be given admission only after they have submitted the attested copies of their certificates / degrees within three weeks of commencement of the semester. They will also be required to submit an undertaking that they understand the rules/ policy of the admissions and that if they fail to submit the required documents within the prescribed

time, they will not be given admission.

(d) For eligibility criteria reference may be made to each relevant programme / degree.

(e) Each successful applicant will be issued “Admission Letter” by the concerned department.

Registration & Enrolment Policy

(a) After completing admission formalities and having paid the semester dues the applicants will be registered as bonafide students of UOL.

(b) At the time of registration the applicants will be required to produce their original certificates, which will be returned to the student after making entries in his/ her file that the originals having been verified.

(c) The applicants will be allocated the University Registration Number and will be issued the University Registration Card by the Registrar Office. This will allow the students to get enrolled in different courses offered by the concerned departments.

(d) In each semester students should enroll in the courses as per “degree / program road map” issued by the concerned department and shall not enroll in advance courses unless they have passed the prerequisite course.

(e) Students in undergraduate programs shall not enroll in less than 3 courses and more than 4 courses in a regular semester.

(f) Student in graduate programs shall not enroll in less than 2 courses and more than 4 courses in a regular semester.

(g) In summer semester students can enroll up to two courses.

Transfer & Equivalence Courses

(a) The department concerned shall admit students who wish to transfer their credits earned from an HEC recognized institution (university or college) to UOL on the recommendation of the departmental equivalence committee.

(b) He/she shall be required to fill the migration form available with registrar office.

(c) Affiliated college student may be required to produce parent institution’s transcript and NOC.

(d) Transfer of credit will be communicated to the registrar office for issue of notification on case to case basis by each department.

(e) The equivalence committee of the department is authorized to review and approve the equivalence of courses completed at another recognized degree awarding institutions.

(f) The course completed at another accredited institution will be shown as exempted along with credit hours of each course. Their grades will not be shown on UOL transcript.

(g) Exemption shall only be granted by the equivalence committee of the concerned department.

(h) Exempted courses will not be shown on interim transcript.

Exemptions

(a) Students who wish to transfer their credits to UOL LBS be granted exemptions up to a max of 50% course of the program/degree, even if he/she had completed most of the courses of that program of the previous institution.

(b) Exemption in courses(s) shall be granted according to the following criterions.

1. Course and credit hours should conform to the programs outline of UOL department.
2. Course having less than ‘B’ grade for graduate programs and less than ‘C’ grade for undergraduate programs will not be considered
3. Satisfactory performance in test\interview.

The Semester System

The classes for different programs are conducted on the pattern of semester system. This system is based on instructional autonomy resting with the department and

aims at progressive development of student’s information level, skills and competence.

Academic Calendar

The academic calendar consists of two regular semesters i.e. winter and fall. Each semester runs over 18 to 20 weeks, out of which 16 weeks are reserved for regular classes, one week for final examinations and one week for course review. A short semester called summer semester of 8 weeks is arranged for the students to overcome their deficiencies.

Attendance Policy

(a) The following attendance criteria will be applied:

1. The minimum requirement for a student to complete the semester is 75% attendance in each course. The department will determine the exceptions to this rule if any.

(b) Students with poor attendance record will be issued a written warning at any time during a semester. The department reserves the right to inform the student’s parents or guardian through a letter of the possible consequences including withdrawal from the course or admission cancellation.

(c) In case a student joins a course after it has started, he/she will be responsible to make up the deficiencies for any quizzes, assignments and attendance requirements.

ADMISSION POLICY (CONT.)

Fee Concession and Financial Aid

(a) Students who want to avail the facility of financial assistance or fee concession shall obtain the prescribed form from Accounts office and after completion submit the same along with their application. The application will be reviewed by the Director Finance.

(b) Fee concession / financial aid is subject to maintaining a semester GPA of 3.00 in each semester. Failure to do so may lead to complete withdrawal or reduction of fee concession as decided by the Director Finance .

(c) Tuition fee shall not be refunded, but will be adjusted in the next semester in accordance with the conditions prescribed for this purpose.

(d) Students may be allowed to pay their fee in installments with the permission of departmental head and Director Finance.

(e) The fee shall be paid on the dates as notified from time to time.

(f) A fine of Rs 50/- per day will be charged in case of late deposit of fee.

(g) A Student will be automatically de-registered if he/she fails to clear the dues within two weeks after the notified date.

Fee Policy

University reserves the right to change the fee structure at any time.



EXAMINATION RULES

- a)** In addition to mid-term test(s) and final examination, the department can require students to take quizzes, projects, assignments, case studies, term papers and presentations in accordance with course requirements.
- b)** Final examination will cover entire course content.
- c)** Student's results will be formulated by the teacher on the basis of attendance, quizzes, project, assignments, case studies, term papers and presentation, mid term test and final examination and after fulfilling any other evaluation criteria required by the Department.
- d)** The Department, on completion of final examination shall send under a covering letter signed by the Head of Department or by an official nominated by him, student's consolidated results in each subject/course on a Marks Sheet to CE Office within three weeks of the final examination.
- e)** If a students who wishes to have their Semester result reviewed are to be dealt with by the HOD according to the policy of the University.
- f)** Any student scoring a semester GPA less than 1.0 in a semester will repeat those courses in which he/she earned less than 'C' grade of

that semester.

g) On completion of program, student (s) will be required to appear in a comprehensive examination where it is required. It shall encompass all the subjects the student has studied and passed in that program.

h) Computation & review of result should be completed by the Department within three weeks of the final examination. CE will compile and declare the overall semester result in Semester Grade Points Average (GPA) and Cumulative Grade Points Average (CGPA) on the Following basis:

A: 85-100 % 4.00
(Exceptionally Outstanding)

A-: 80-84 % 3.75 (Outstanding)

B+: 75-79 % 3.50 (Excellent)

B: 70-74 % 3.00
(Very good/High pass)

C+: 65-69 % 2.50 (Good/Pass)

C: 60-64 % 2.00
(Satisfactory / Acceptable)

D+: 55-59 % 1.50
(Poor but not fail)

D: 50-54 % 1.00
(Unsatisfactory, but not fail)

F: Below 50% 0.00 (Fail)

I: Incomplete

W: Official withdrawal

GPA = Sum (Points Earned in Course) / Sum of Credit Hours

Points Earned in Course = Numerical Value of Grade Earned x Course Credit Hour

"I"- Incomplete: A temporary course grade 'I' is granted by an instructor when necessary absence, or other reasons prevent completion of course requirements by the end of the semester and the instructor believes that the student's performance in the course generally has been satisfactory. An "I" is not given as a substitute for failing or obtaining low grade. Incomplete grades will automatically convert to an "F" if not removed within one semester from the date of declaration of the result.

"W"- Official Withdrawal

A grade of "W" is given in a course when a student officially withdraws from the course or from the university atleast one week prior to the final examination.

"Probation" If a student earns a CGPA of less than 2.00 in the subsequent semesters than he will be placed on probation till he obtains CGPA of 2.00 and above.

"Good Standing" If a student earns a CGPA of 2.00 or above he shall be placed on "good standing".

Re-Examinations

If a student does not appear in the final Examinations due to viable reason (s), he may make a written request for re-examination within one week of final examination. The student will pay examination fee 500/- per course. The Chairman BOG/Rector will examine the student request on the recommendation of the HOD and decide for re-examination or otherwise.

Warning

Whenever the CGPA of a student is less than as that prescribed above the Head of the Department will issue warning to him/her and place him/her on probation.

Removal from Probation

When the conditions of Good Standing are restored, probation will be removed.

Cancellation of Admission:

The admission of students who, after having been placed on probation, fail to make good standing in next two consecutive semesters, will be cancelled.

Appeal against Cancellation of Admission

A student can appeal against cancellation of his/her admission on academic grounds. In such case the department has the discretion to recommend status to the Rector whether or not to change the applicant's admission from Cancellation to Continuation on probation for an additional semester by considering the applicant's commitment to studies

and other relevant academic factors.

Time Limit for Course Drop

(a) A student can drop a course only within first two weeks of the commencement of semester with carry forward of fee already deposited. After this period no carry forward on the fee paid for the subjects will be allowed except for circumstances enunciated in sub Para (b) below.

(b) Dropping of a course within two weeks of commencement of semester is allowed in exceptional circumstances, like; clash in the time table or for reason of sickness beyond one's control and duly certified by a registered medical practitioner.

Course Drop or Semester Freeze

Due to unforeseen circumstances and personal situations beyond student's control, he may be allowed to drop course(s) or freeze the semester as per following conditions:

a) If the course(s) are dropped or semester freeze is applied within two weeks of the commencement of the semester then no dues will be charged and if the fee has been paid, the same shall be adjusted in the next semester.

b) If the student is not enrolled and applies for semester freeze within two weeks of commencement of semester then no fee will be charged.

c) In case the student is not

enrolled in that semester and applies for semester freeze after two weeks till the end of that semester then semester freeze fee of Rs. 5000/-

d) In case the student does not apply for semester freeze within that semester then he/she shall deposit semester freeze fee of Rs. 10,000/- per semester.

e) After enrollment a student is ineligible to apply for drop of a course (s) or freeze the semester after two weeks of commencement of the semester and shall pay full fee and dues of that semester.

f) If a student fails to enroll in three consecutive semesters or fails to apply semester freeze for three consecutive semesters (excluding summer semesters) the student shall be automatically de-registered.

g) In case a student rejoins the program after de-registration he/she shall pay the re-registration fee as laid down and semester freeze fee mentioned above for the number of semesters he/she has missed.

Supply of Semester Grade Report

1. Statement on a printed form, showing the grade obtained by a Student in each head of subject shall be delivered to the Students through the department concerned.
2. Applications from Students for

EXAMINATION RULES (Cont.)

an inquiry into the correctness of their result shall be submitted to the Head of Department and must be accompanied in each case with a fee of Rs. 1000/- for each subject. The inquiry shall deal only with the correctness of results and shall not include re-examination of the Students answer books. No such application will be accepted unless it reaches the Head of the Department within 30 days from the date of publication of the result.

3. All answers books of the Students will be destroyed after 120 days (one hundred and twenty days) after declaration of the Results.

Award of Degree

1. A minimum CGPA of 2.00 without any 'F' grade for the total semester of a degree program shall be required for the award of degree. Each student shall also be required to (1) complete laid down duration, pass number of courses as well as prescribed by respective department (2) clear all dues and that (3) has no disciplinary action is pending against him/her.

2. If a student on completion of his program fails to achieve a CGPA less than 2.00 will only be provided with a transcript of incomplete program showing the grades he has obtained and the CGPA only. He will not be eligible to receive the degree of that Program.

3. Each successful Student at the completion of the program shall receive from the CE a transcript signed by him on the prescribed form.

4. Each successful student scoring CGPA of 2.00 under graduate, 2.50 graduate and 3.00 M.Phil leading to Ph.D or more at a degree conferred on him in the prescribed form. Chairman Board of Governors the Rector, the Registrar and the CE shall sign the Degree. The degree of successful students not present at the convocation shall be issued to them on payment of the prescribed fee.

5. The degree may be issued to a successful student before the convocation on payment of prescribed fee.

Miscellaneous

1. Notwithstanding anything to the contrary contained in these rules, no student shall be admitted to an examination after the expiry of seven academic years.

Provided that a student who obtained by a student in each is admitted directly to a higher class in the university, the period already spent by him in studying the relevant discipline shall be excluded from the aforesaid period.



POLICY FOR EXTERNAL AND INTERNAL STUDENT TRANSFER

OBJECTIVE

a) To introduce a transparent and a candid system of degree transfer within various faculties of the University as well as within different campuses.

b) Ensure that a transfer application is processed in a minimal time.

c) Ensuring that all relevant areas/ aspects are catered in the system to find a reliable transaction trail as and when required.

REQUIREMENTS OF ADMISSION FOR TRANSFERRED STUDENT

• The applicant can get admission in the same program that he was studying in the previous institution if available with the university.

• Student must complete the program within maximum applicable program duration starting from the admission date in previous institution (e.g. seven years for four years undergraduate program).

• The applicant must provide following documents in addition to the regular admission requirements:

• Copy of transcript (original to be verified by admission officer) from

the degree awarding institution (not from affiliated colleges etc.)

• No Objection Certificate (NOC) from the degree awarding institution (not from affiliated colleges, institutions etc.) and further applicant must not have been expelled from the previous institution based upon academics or disciplinary ground.

• Proof that the degree awarding institute is recognized by the HEC.

• If the applicant seeking admission in a program that is accredited by a council, the applicant must provide proof that his admission in previous institution is recognized by the relevant council.

• Character Certificate (in current date).

COURSE EXEMPTION CRITERIA

After fulfilling admission requirements the applicant may be granted course exemptions as per following criteria:

• Course contents and credit hours conforming to the relevant course for the program i.e. a course can be exempted if course contents are similar and the studied credit hours are equal or higher than that

of the course being exempted.

• Course can only be exempted if its sub parts are also passed e.g. a course with mandatory lab can be exempted if the candidate has passed both theory and lab at previous institution.

• Courses exempted shall have a minimum percentage or grades as per university rule which is currently "C" for undergraduate and "B" grade for post graduate programs. The department may set a higher grade as required.

• One course can be exempted against one or more courses studied at previous institution depending upon the course contents distribution, but not otherwise.

• Courses studied in an undergraduate program shall not be exempted in a graduate program.

• Specialization and final project or thesis shall not be exempted.

• If the Committee is not satisfied with the academic attainment of a course (s) completed at another institution, the university may offer a challenge test in the course(s).

• Maximum number of course exemption is as per university rules.

COURSE EXEMPTION FEE

Course exemption/transfer fee will be charged as per the university rules at the time of transfer/exemption.

PROCEDURE FOR COURSE EXEMPTION

• The Head of the Department will constitute an admission committee for the admission of transferred students headed by the HOD.

• The selected applicant will submit documents required for the assessment of course exemption as described in section 1.2.

• The committee will review documents and approve courses for exemptions and will forward the decision to the registrar for notification before the commencement of classes.

• If the Committee is not satisfied with the academic attainment of a course(s) completed at the previous institution, the committee may offer a challenge test in the course(s).

• The Registrar will verify the documents and other legal issues and policies and will notify the exemptions forwarded by the department.

• The Registrar will issue the

Registration Number. Student's batch will be the batch in which student's gets admission.

• If there are any discrepancies found, the Registrar will ask to review the decision and provide rationale for this.

• The applicant may be granted admission and exemptions provisionally after the approval of the HOD. Exemptions will be confirmed after the notification issued by the Registrar.

• In case of MBBS/BDS, Pro-Rector (Academics)/Chairman BOG will be the final authority to approve transfer of new admission with Zero Credit Hours.

INTRA UNIVERSITY CAMPUS AND PROGRAM TRANSFERS

Any student with fee status pending/clear can apply for degree transfer. If student fulfill admission/merit criteria and seats are available in the transferee/ recipient department, the Head of department (HOD) of

receiving department will approve the application and will forward it to student affairs department.

Such transfers can be performed as per following policy. This policy applies to programs offered under semester systems. It does not apply on programs offered by Medical and Dental departments.

DEGREE TRANSFER SCENARIOS

Following can be the Degree transfer scenarios that have been dealt hereunder:

Category	Transferor Department	Transferee Department	Transferor Degree	Transferor Degree
Inter Department Transfer	A	A	Program A	Program B
Other Department Transfer	A	B	Program A	Program B
From Other Campus – Same Program	N/A	N/A	Program A	Program B
From Other Campus – Other Program	N/A	N/A	Program A	Program B
From Other University-Same Program	N/A	N/A	Program A	Program B
From Other University-Other Program	N/A	N/A	Program A	Program B

REQUIREMENTS OF INTRA UNIVERSITY TRANSFERS

CATEGORY - NEW ADMISSIONS

Transfer of a new admission from one campus to other campus including degree transfer can be with following status.

- The student must apply for transfer to another department within 3 weeks of class start at the accepting campus or program. Student will be liable for payment of differential in registration fee and tuition fee, if any, due to this change however any excess payment paid in transferor campus will not be refunded or adjusted against transferee campus dues.
- No intra university transfers will be allowed after 3 weeks of commencement of classes and student will have to complete the semester.
- The student must be able to complete his program within maximum applicable program duration starting from the admission date in his previous program (e.g. seven years for four years undergraduate program).
- The student must provide No Object Certificate (NOC) from the HOD of existing program and must get written acceptance from the HOD of accepting program of campus where the student wants to be transferred.

COURSE ACCEPTANCE CRITERIA

- Course contents and credit hours conforming to the relevant course

for the program i.e. a course can be exempted if course contents are similar and the studied credit hours are equal or higher than that of the course being exempted.

- One course can be accepted against one or more courses studied at previous campus or program depending upon the course contents distribution, but not otherwise.
- Courses studied in an undergraduate program shall not be accepted in a graduate program.
- All the passed courses may be accepted in case of campus transfer in the same program regardless of the grade.

MANAGING REGISTRATION NUMBER

- The registrar office will issue a unique Student registration number to a student who submits registration fee for first time regardless of the campus or program.
- The registrar office will issue program/campus specific applicant number while registration number will be issued as per batch in which student was enrolled/admitted.
- If a student changes program/campus, the registrar office will issue a new program/campus specific registration number with traceability of old number available with new registration number.
- If student has paid fee before requesting the transfer then the fee will be transferred from UOL degree (studying) to UOL degree (transferred).

- Students who have taken admission on self finance basis can apply for degree transfer and on transfer from one degree to other where there is difference of fee for respective degree, UOL will refund self finance fee deposited. Tuition fee will be charged according to new selected degree program.

MANAGING FINANCES

- Every student will have a separate account that will have all the details of financial transactions relating to such student.
- The student will be charged applicable transfer fee, however admissions approved with 100% fee waiver will be processed and student account updated at zero.
- The student must pay the tuition fee at the campus where he/she will be transferred or in case student has paid fee at the transferor campus, relevant fee will be credited to the transferee campus by finance section.
- Fees will have to be paid by due date, any delay therein will be levied with late payment charges.
- If a student wants to change degree program in 1st semester then fee applicable and in effect at that time will be charged as degree transfer fee. He/she will forward application to HOD and approval from both department heads is required. Previous registration no will be cancelled and registrar office will issue new registration number on same applicant number. In case of difference in fee package, difference will be charged.
- If a student wants to transfer to another department and apply

- within 3 weeks of class start he will submit application to HOD. Application should be approved by both department Heads. Registration fee & tuition fee will exist and difference fee shall be charged/adjusted by accounts department.
- If student apply after 3 weeks of class start, registration fee will be transferred to new registration number and tuition fee will be forfeited. In this case refund will not be allowed.
- If student apply for degree transfer after completing one semester then applicable transfer fee in effect at that time will be charged. Difference of fee will be charged/adjusted to student account.
- Student should seek new admission if opting new degree after 5 semesters and No relevance/exemption of course studied in new program.

CAMPUS TRANSFER-SAME DEGREE MANAGING EXAMS & RESULTS

- In case student changes the campus only, all the courses studied in previous campus will be acceptable with result notified by the controller. In case the curriculum is different for the same program, the HOD of accepting department will review the courses and accept the courses matching the curriculum.
- In case of change of program, the HOD of accepting department will review the courses and accept the

courses matching the curriculum.

- The courses not accepted for the transfer by the department, will be considered Non-credit Courses and will not have any effect on the GPA. These courses may be mentioned as Non-credit Courses on transcript or may be given as separate to the students who completes the program or leaves the university with in-complete program status.

PROCEDURE

- The student must apply for transfer before starting of the classes at the accepting department/Campus.
- The student should consult and get written permission of transfer to that department of accepting campus from the HOD.
- The HOD will send approved requests to the Registrar who will notify the transfer and will issue a new program/campus specific registration number under the Student ID.
- The student will be charged for applicable transfer fee.
- If student get registered in some degree program by mistake then HOD will verify and confirm the mistake and registrar will issue new registration number.

1) NEW ADMISSION TRANSFER - 1ST SEMESTER

- Recipient HOD after approval will forward case to student affairs department who will forward it to the Registrar office.
- If Fee status is pending on provisional registration number

is issued, then registration number will be marked cancelled on student registration form and new registration number will be issued on same applicant number after selection.

- Applicable on all degrees under regulatory bodies like engineering, MBBS/BDS.

2) NEW ADMISSION CANCELLED – FAIL TO MEET ELIGIBILITY CRITERIA

- Student should provide complete documents/equivalence before MID Term exams to secure admission. In case admission will be cancelled.
- A student can not apply for fee transfer to next session in case of ineligibility however applying for refund in case of ineligibility will be after declaration of result within the time limit prescribed by HEC and the University.
- This policy is not applicable on MBBS/BDS students.

STUDENTS CONDUCT & DISCIPLINE POLICIES

Students are expected to demonstrate ethical and moral values up held by the University. For this purpose student(s) will be required to observe disciplinary rules framed by the Board of Governors of the University. A copy of these rules can be obtained from the Office of the Registrar. While filling in application form, the students are required to sign an affidavit that they will maintain discipline as required under the discipline rules. The affidavit form is a part of the application form. In case of breach of discipline on any account specified in the discipline rules, the matter will be reported to the "Discipline Committee", for the final decision in accordance with the norms of justice and keeping in view the evidence available thereof.

GENERAL DISCIPLINE RULES FOR STUDENTS

1. The students are required to refrain from:

- Indulging in acts or behavior that threatens other students, faculty or staff members, including disruption of teaching and training in the university, cheating in the examination/ tests and disruption of normal operation of the other essential functions of the University;
- Participating in any unauthorized

assembly and function;

- Keeping fire arms or other weapons, even if licensed;
- Involving in fighting or use of abusive language;
- Damaging or breaking any University property or others in the Premises of the University;
- Performing any act contrary to law

2. Violation of these rules will lead to strict disciplinary action including rustication or expulsion from the rolls of the University, in addition to any other action under law that may accrue against the defaulters.

3. All the students are required to wear modest and tidy dress. Violation of this rule will lead to a fine. Student may also be asked to leave the University Campus until he/she comes with a reasonable dress.

- Male Students should wear shirts with trousers, Shalwar Qameez or Kurta, suits and dress shoes with socks.
- Female Students must also be decently dressed. Following dress code is to be followed by the female students:

- Clothing must be modest and within the norms of modesty
- Tight fitted clothes should be avoided. Loose and unrevealing clothes should be worn. Boldly designed dresses are not allowed
- Flashing clothes, jewelry, pazebs etc are not allowed.

4. Smoking is not allowed on the

University campus or inside the University vehicles except in the reserved area.

5. Use of the mobile phone is strictly prohibited in the University libraries, class rooms and laboratories. Defaulter will be fined Rs. 500/-.

6. Drinks and eatables can be taken only inside the cafeteria and not the University lawns. Eating or drinking at all other places is prohibited.

7. Male and female students should sit at the places reserved for them in the cafeteria and other part of the University.

8. Since there is a co-education system in the University the students must observe the following in combined gatherings.

- A reasonable distance between boys and girls is expected at all times.
- Touching between boys and girls, holding hands etc are not permitted on the University grounds, in the buildings, buses or at any University function.
- Sitting as individual couples in corners and in hidden areas of the University are not allowed.

9. Students are allowed to celebrate their birthday and other parties in the cafeteria only.

10. Photography / movie making of any type is prohibited by camera, handi-cam and mobile phones without prior approval from the University authorities.

11. Listening of music of all types including ring-tones of mobile phones is prohibited.

12. All students must carry their university identity cards with them while they are on the University campus. These I.D. Cards are required for entering the University premises, entering in the class rooms, laboratories, studios, libraries and for boarding a University vehicle. A Student may be penalized for not carrying or displaying his/her I.D. card.

13. Outsiders, friends of the students are not allowed to visit or be entertained within the University premises.

14. Students are not allowed to organize or participate in any unauthorized political, religious or sectarian activity/group. This will lead to instant expulsion from the University.

15. Suspended, rusticated or expelled students shall no longer have the right to enter the University premises and may be handed over to the civil authorities if found trespassing.

STUDENT DISCIPLINE RULES (Revised February 2009)

The Discipline Rules have been formulated under the University Ordinance No LXI of 2002 The purpose of these rules is to streamline the discipline among the students of the University. These rules are a revision of 2006 of University of Lahore Discipline Rules and the amendments made herewith, with effect from February 18, 2009, approved by the Rector and Chairman BoG.

These Rules will come into force with immediate effect.

Every Student

a) Shall be faithful in his/her religious duties and respect the convictions of others in matters of religion and customs.

b) Shall be faithful and honest in his/her dealing with all people.

c) Shall be loyal to his/her country and refrain from doing anything which might damage his/her honor and prestige.

d) Shall respect the elders and be polite to all.

e) Shall respect the teachers and others in authority in the University.

f) Shall keep himself/herself clean in body and mind standing for clean speech and clean habits.

g) Shall help his/her fellow being especially those in distress.

h) Shall devote himself/herself faithfully to his studies.

i) Shall protect the property of the University.

1.0 Definition

In these Rules, unless the context otherwise requires, the following expressions shall have the meaning hereby respectively assigned to them. "University Discipline Committee" the Committee constituted by Board of Governor

for the purpose of maintaining discipline in University and among the students. "Department Discipline Committee" the Committee constituted by Board of Governor for the purpose of maintaining discipline in Department and among the students.

"Appellate Authority" means the University Discipline Committee, Rector UOL and Chairman Board of Governors and other teachers/officers of the University to whom the powers may have been delegated.

a) "Rector" means the Rector of the University.

b) "Chairman" means the Chairman of the Board of Governors of the University

c) "Chairman of the Committee" means the Chairman of University Discipline Committee appointed by the Board of Governors.

d) "HoD/Director/Dean" means the head of the Department Discipline Committee appointed by the Rector and/or Chairman BoG.

e) "Member" means the members of the Discipline Committee approved by the Rector and/or Chairman BoG.

e) "Students" means the students of the University.

2.0 Introduction

The University believes that

student conduct is an important personality trait and as such expects its students to act in an ethical and moral way. Student behavior is a major issue for everybody who works in a campus. Anti-social or criminal behavior usually damages people emotionally as well as physically, be it the students, staff or teachers. It results in a great deal of unintended worry and distress for the victims and their families. The University has zero tolerance for such acts or the consequences resulting from behavioral misconduct.

2.1 Student Discipline

The University has a disciplinary system, the purpose of which is to protect the University community and to deter those who interfere with its work and activities. Students agree to abide by the University rules at the time they register themselves as University students. Parents, staff and students all expect the University to maintain a safe, orderly and peaceful environment – the University takes this very seriously.

2.2 University Discipline Committee

The University Discipline Committee shall be formed by the Rector UOL and shall be headed by the Chairman University Discipline Committee. The University Discipline Committee shall consist of members not below the rank/designation of HoD/Director/Dean. This committee shall supervise and guide the department Discipline Committees as and when required.

2.3 Department Discipline Committee

To expedite discipline cases, the Rector has authorized the departments to constitute Department Disciplinary Committees for the purpose of efficient processing of the disciplinary cases. The HoD and Director of Department or Dean of the Faculty shall constitute a Departmental Disciplinary Committee to handle discipline cases and give decision according to the UOL Discipline Policy.

3.0 Procedure

For the purposes of this policy, the following guideline may be followed:

3.1 The HoD/Director/Dean shall designate their staff / faculty members to communicate the rules/policy of student conduct to the students, and also assure or take steps to watch the general conduct of the students during their presence at the department / University. It is strongly recommended that a faculty member or staff may be designated to keep watch on the students from time to time.

3.2 The HoD/Director/Dean shall put up a general notice which shall communicate to the students that all complaints must be brought to the notice of the HoD/Director/Dean.

3.3 The students must submit a written complaint in the department. The department shall also ask the accused to submit

a written reply in response to the complaint. Applications of witnesses shall also be collected and maintained for record.

3.4 The department committee shall schedule a meeting and ask both parties to the disciplinary hearing, and shall record their attendance as well as minutes of the meeting.

3.5 The department shall make effort to review the applications and statements of the witnesses, and give their decision on the day of the hearing. A copy of the decision shall be sent to the Chairman UOL Discipline Committee, Rector and to the Registrar's Office.

3.6 A student who is under investigation by the department discipline committee shall be suspended from attending classes, till the time a decision has been taken by the committee.

3.7 A student who is punished by the discipline committee shall not be allowed to attend the university. In case of rustication, the student ceases to be a student of the University or campuses of University.

3.8 A student who is suspended from the university remains a student but is not allowed to pursue a course of study in either the university or other departments of University during the period of suspension.

4.0 General Guideline on Misconduct

An act of misconduct by a student is an offence and falls under the preview of the discipline rules/policy. Guideline on this misconduct is displayed for information.

4.1 A student commits an act of general misconduct if the student, within the university

a) Attacks, harasses or threatens to attack or harass any person;

b) Intimidates or attempts to intimidate any person; willfully, recklessly or negligently engages in conduct which causes or is to cause bodily injury to any person;

c) Engages in conduct which involves unauthorized or unjustified use of force or interference.

d) Which causes or is likely to cause injury or damage to; or denies or obstructs or is likely to deny or obstruct the rightful use of any property of the university or of any person.

e) Disobeys any reasonable order or direction given to the student by a faculty member, officer or employee of the university in relation to the use of any property of the university.

f) Smokes in the University premises or class rooms, laboratories, library and Examination Hall.

g) Consumes alcohol/liquor or other intoxication drugs within the University Campus, classrooms, laboratories, and library or during instructional tours.

h) Uses mobile phone with camera in the premises of the University in the classrooms, University library, laboratories, examination hall and studio.

i) Collects any money or receive donation or pecuniary assistance from or on behalf of the University except with the permission of the Rector.

j) Stages, incites or participates in or abet a walk out or strike or other form of agitation against the University or its teacher and officers.

k) Behaves in a non ethical and unsocial manner in the University premises.

l) Indulges in fighting and uses fire arms, daggers and knives.

m) Call relatives/friends for fighting in the premises of the University.

n) Involves in activities that are against the University discipline like playing music in cars, drive the car noisily, or play the alarm signal consistently.

o) Behaves improperly on educational trips or other co-curricular activities within the University or in ground/stadium organized by the University

p) Frames any political association with any political party.

q) Organizes or takes part in any function within the University campus or a hall of residence or organize any club or society of students which is detrimental to the objectives of the university.

4.2 The faculty or officer may take action, if a student commits general misconduct and the officer or employee concerned has reasonable cause to believe that such order or direction is necessary to ensure the safety of any person;

a) To prevent damage to or destruction of the property;

b) For the performance of the officer's or employees duties in relation to the custody, maintenance or use of the property;

c) Refuses or fails to provide identification when requested to do so by an officer or faculty or employee of the university acting in the course of official duties, provided that when making such a request the officer or employee concerned produces identification to the student;

d) Interferes with the orderly conduct of a teaching group or ceremony of the university or a meeting of the board of directors, committee, subcommittee or any body constituted by or under

the university's charter, policies, regulations or appointed by any body so constituted;

- e) In an examination, is in possession of material contrary to the instructions for the examination;
- f) Copies or attempts to copy computer software without the permission of the university and or in breach of the Copyright Act of the Government of Pakistan;
- g) Without appropriate authority, enters a file belonging to another person,
- h) The file being on a computer which is the property of the university; or
- i) Breaches any laws, by-laws, enactments, statutes, policies, rules, regulations, directives and/ or otherwise enforced by the proper authorities and/or
- j) The University, including (without limitation to the aforesaid) where the student promotes a political party or agenda or tries to make a party with the intention of promoting the political party's agenda.
- k) Any society, club, etc., without the permission of the competent authority of the university.

4.3 The misconduct is categorized into minor and major offence. These may be noted as follows;

4.3.1 Major Case of Misconduct

- a) Misbehavior with a teacher/ officer of the University.
- b) Fighting incidents.
- c) Use of alcohol in the premises of the University.
- d) Teasing the girl students.
- e) Strike/protest etc.
- f) Theft/damage to University property.
- g) Promotion of political party/ agenda/unions.
- h) Any other incident/misconduct which the committee feels falls in the preview of major offence.

4.3.2 Minor Case of Misconduct

- a) Exchange of arguments among students.
- b) Making noise in the University.
- c) Playing music in cars.
- d) Late coming in class, playing cricket on University roads.
- e) Smoking in the University.
- f) Any other incident/misconduct which the committee feels falls in the preview of minor offence.

5.0 Punishments on breach of Discipline Rules

5.1 In the major cases, the Discipline Committee shall be authorized to rusticate or expel a student at fault. But before the punishment is announced the student at fault shall be given a chance to defend himself/herself in writing and a chance of personal hearing by the Committee.

5.2 In Minor cases, the Head of department is expected to suspend the student from his/her classes for not more than seven consecutive days or fine him up to a minimum of Rs. 5000/- or more keeping in view the gravity of the offence.

5.3 The concerned teacher may fine a student up to a maximum of Rs. 1000/- or he may expel the student from the class

6.0 Right of Appeal

6.1 The student shall have the right of appeal to Board of Governors against the punishment awarded by the Discipline Committee, if he/she puts up the appeal within fifteen days of date of decision. The appeal may, however, be disposed off by the Rector subject to the approval of the Board of Governors.

6.2 The Board of Governor after due consideration may take such decision as may be considered appropriate according to the merit of case.





ADMISSION FORM

FORM NUMBER

ENTRY TEST ROLL NUMBER

PERSONAL DETAILS

Name:

Father's/Guardian's Name:

NIC No:

In case you do not have CNIC provide Parent's NIC details.

Date of Birth: (DD MM YYYY)

Gender: M F

Place of Birth:

Nationality:

Postal Address:

Phone No:

Mobile No:

Email:

PREVIOUS QUALIFICATIONS

Certificate/Degree/Specialization	Year	Board/University	Marks	Div/Grade

UNDERTAKINGS

Candidates awaiting results are required to sign the following undertaking:

I undertake to submit attested photocopy of my Intermediate/A-Level/DAE/Bachelors/Masters/MPhil result as soon as it is declared. In case, if the result is declared, I will submit it within 3 weeks from the date of admission. If I fail to fulfill the eligibility criteria for admission, The University of Lahore has the right to cancel my admission.

Signature of Applicant: _____ Date: _____

PREFERENCES

Program Applied For:

1st Choice:

2nd Choice:

3rd Choice:

4th Choice:

Photo

I have read the prospectus of the University and understood the contents thereof. The particulars given above are correct to the best of my knowledge. If found otherwise, I shall be liable to any action as per policy of the University. If admitted, I will observe the rules and regulations of the University as prescribed in prospectus. I shall sincerely devote myself to my studies and uphold the dignity and prestige of the University and shall be liable to penalty imposed by the University Authorities in case of violation on my part.

Signature of Applicant: _____ Date: _____

OTHER INFORMATION

All applicants are required to bring the following:

- a) Attested photo copies of all academics degrees/result cards.
- b) Two recent passport sized colour photographs in blue background.
- c) Photo copy of CNIC or Form B.
- d) In case of A Level/ GCE, IBCC EQUVALENCE Certificate is required.

Applicant's Signature

Received by:

Admission Granted

Admission Rejected

Recommended by

FOR OFFICIAL USE ONLY

- NIC _____
- Matric/ _____
- FA/FSc-I/ _____
- FA/FSc-II _____
- BA/BSc/ _____
- Other/ _____

Date Application Received

Approved by
Head of the Department