بسم اللہ الرحمن الرحیم

GOVERNMENT HABIB COLLEGE OF TECHNOLOGY NAWABSHAH

PROSPECTUS

SESSION 2024-25 (24-Batch)

BACHELOR OF ENGINEERING (TECHNOLOGY)
B.E (TECH) IN ELECTRICAL TECHNOLOGY

FOUR (04) YEAR / EIGHT (08) SEMESTERS
REGULAR MORNING DEGREE PROGRAMME

ACCREDITED BY NATIONAL TECHNOLOGY COUNCIL ISLAMABAD

AFFILIATED WITH

BENAZIR BHUTTO SHAHEED UNIVERSITY OF TECHNOLOGY
AND SKILL DEVELOPMENT
KHAIRPUR MIR'S

Telephone No: (0244) 381641-42 **E-mail: collegehabibnws@gmail.com**

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B.E (TECH) IN ELECTRICAL TECHNOLOGY
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Note:

This prospectus is subject to change and alternation without assigning any reason. The STEVTA/ Higher Education Institutions (HEIs) / Degree Awarding Institutions DAI'S reserves the right to add or remove courses and to make changes in Syllabi, Courses options and Modules, Fees structure etc at any stage without notice.

Enquiries concerning admission should be addressed to:
The Principal and Chairman Admission Committee GHCT Nawabshah

Admission Form, Prospectus, Entry Test Fee & Documents Scrutiny Charges ---Rs.3700/-

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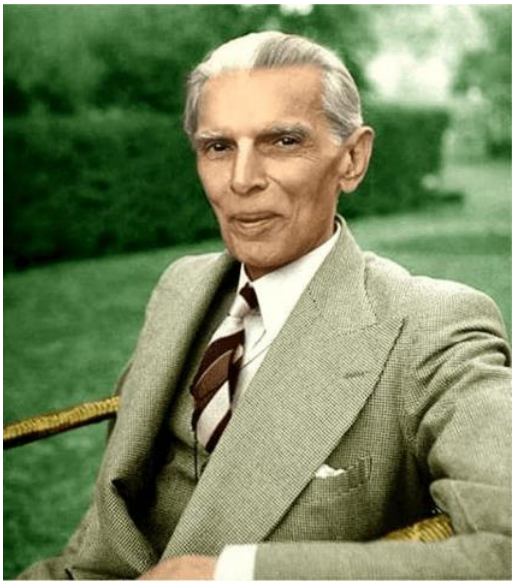
MESSAGE

QUAID-E-AZAM MUHAMMAD ALI JINNAH
MESSAGE ON REORIENTATION OF EDUCATION

(*An Extract from message to All Pakistan Educational Conference, Karachi, November 27, 1947*)



".. if we are to make any real, speedy and substantial progress, we must earnestly tackle this question and bring our educational policy and programme on the lines suited to the genius of our people, consonant with our history and culture, and having regard to the modern conditions and vast developments that have taken place all over the world.

There is no doubt that the future of our State will and must greatly depend upon the type of education and the way in which we bring up our children as the future servants of Pakistan.

Education does not merely mean academic education, and even that appears to be of a very poor type. What we have to do is to mobilize our people and build up the character of our future generations.

There is immediate and urgent need for training our people in the scientific and technical education in order to build up future economic life, and we should see that our people undertake scientific commerce, trade and particularly, well-planned industries.

But do not forget that we have to compete with the world, which is moving very fast in this direction.

Also I must emphasize that greater attention should be paid to technical and vocational education.

In short, we have to build up the character of our future generations which means highest sense of honour, integrity, selfless service to the nation, and sense of responsibility, and we have to see that they are fully qualified or equipped to play their part in the various branches of economic life in a manner which will do honour to Pakistan."

MESSAGE

MR JUNAID BULAND

Special Assistant to Chief Minister, Sindh /
Chairperson, STEVTA

It is with immense pride and optimism that I extend my warmest greetings to all prospective students and stakeholders of our esteemed institution. The launch of the **4-Year Bachelor of Engineering Technology (BET) Programme** marks a pivotal milestone in our unwavering commitment to fostering innovation, excellence, and a brighter future for Pakistan.

In today's rapidly evolving world, the role of technologists has become increasingly critical in driving industrial growth, economic development, and technological advancements. Pakistan stands on the cusp of a transformative era, where integrating cutting-edge technologies across various sectors is not only a demand of the times but a necessity for sustainable progress.

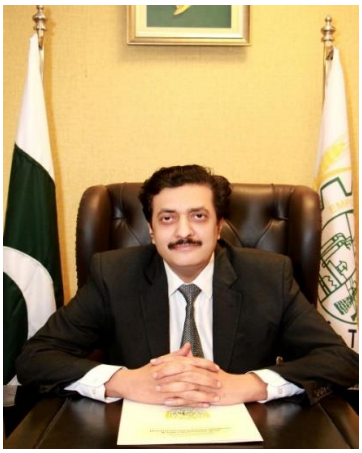
Technologists and skilled professionals, with their unique blend of theoretical knowledge and practical expertise, serve as the vital link between conceptual innovation and real-world application. Recognising this essential role, **STEVTA** is dedicated to establishing state-of-the-art institutes that meet the highest academic and professional standards. These institutes are envisioned as dynamic environments where trainees can excel both academically and practically, preparing them to meet the challenges of an increasingly competitive global market.

Our skill training and educational programmes ranging from **Skill Training Certificates** to **Diplomas** and **Bachelor Degree Programmes** have been meticulously designed to align with international standards while addressing the specific needs of our local industries. These programmes aim not only to equip students with the technical skills required for success but also to offer a transformative educational journey that empowers them to emerge as leaders, innovators, and change-makers.

This is more than an academic initiative; it is a call to action. It is a commitment to nurturing a generation of forward-thinking technologists and professionals who will contribute meaningfully to Pakistan's progress and elevate its standing on the global stage.

I urge the youth of Pakistan to embrace this unparalleled opportunity to unlock their potential, acquire industry-relevant skills, and play an active role in shaping our nation's future. Together, let us pave the way for a Pakistan that stands as a beacon of technological excellence, innovation, and sustainable growth.

MESSAGE



ENGR MUNAWAR ALI MITHANI
Managing Director
STEVTA

In the current socio-economic climate, where widespread poverty and unemployment are exacerbated by a mismatch between available skills and labor market demands, the introduction of the 4-Year Bachelor of Engineering Technology (BET) Programme represents a beacon of hope and progress for our youth.

This transformative programme is specifically designed to bridge the critical gap between education and employability, equipping students with the technical expertise and professional acumen required to excel in an increasingly competitive and dynamic global economy.

The Technical & Vocational Education and Training (TVET) sector, to which this programme belongs, plays an indispensable role in societal upliftment and the economic empowerment of our youth. By equipping students with essential engineering skills, we aim to contribute significantly to the development of Pakistan's human resources and ensure the availability of a technically trained workforce, particularly in middle management roles that form the backbone of industrial growth.

Despite being perceived as a labor surplus economy, Pakistan faces the paradox of rising youth unemployment, even as public and private sector employers struggle to find a technically educated and skilled workforce. To address this challenge, STEVTA is committed to adopting global best practices, enhancing the efficiency of TVET administration, introducing innovative academic programmes, and fostering robust industry linkages. The Bachelor of Engineering Programme exemplifies this vision, offering a curriculum tailored to meet the evolving needs of industry and society.

Globally, the TVET sector is recognized as a powerful tool for reducing unemployment and poverty. Yet, a persistent challenge remains: formal education continues to overshadow technical education. It is imperative to change this perception and promote engineering and technical programmes as not just viable but aspirational career pathways.

STEVTA is dedicated to addressing this challenge by enhancing academic offerings to meet global standards, strengthening institutional infrastructure, ensuring transparency & inclusivity in the admission process, and delivering high-quality education and training.
To ensure equitable access, especially for youth from disadvantaged communities across Sindh, STEVTA is committed to a one-window operation for admissions, guaranteeing fairness and inclusivity in its processes.

I invite the aspiring youth of Pakistan to seize this opportunity and join us on this journey of excellence and innovation. Together, we can contribute meaningfully to the progress of our nation, building a prosperous future for generations to come.

MESSAGE

PROF. HAMADULLAH ABRO
Principal
GHCT, NAWABSHAH

Excited to deliver the message that Government Habib College of Technology, Nawabshah is going to admit First Batch of B.E (TECH) Bachelor of Engineering Technology Program in Electrical Technology affiliated with (BBSUTSD) Benazir Bhutto Shaheed University of Technology and Skill Development Khairpur Mir's .

Skilled/Technical Education is the only type of education that can bring technological revolution in the province. Being the head of the college, it is my prime responsibility to provide congenial educational academic environment to our students and ensure to equip the existing labs with state of the art equipment. This will provide practical exposure and hands-on practice to the students of technical and vocational education to acquire modern practical knowledge as per the requirement of National and International Labor Markets. The College strongly believes in qualitative skilled and technical education with practical hand son experience.

I would like to welcome the prospective candidates, who would eventually get admission in Bachelor of Engineering Technology Program at this college and advice that they should seek the opportunity and pursue their studies with full devotion and dedication which would enable them to achieve position of excellence in their respective fields. It is also necessary that students should read promotion rules carefully.

I wish all the aspirants' good luck to get admission in the college and a very successful and brilliant career ahead. I am confident that you will play an active and positive role for the name and fame of the college, your parents, and for the development of our country in general.

01. INTRODUCTION

1.1TECHNICAL EDUCATION

The significance of Technicians and Technical Education for economy of a country is prominent due to the Industrial and Computer Revolution of the Century, the revolutions which have changed the world face. The growth, production and proper function of an Industry largely depends on the pyramid of productive work force i.e. Engineer, Associate Engineer (Technician) and skill worker. An Associate Engineer occupies the most important and middle position in the pyramid of productive work force. Through the skill worker an Associate Engineer shapes up the ideas of Engineer into reality. The main sources of production of Associate Engineers are College of Technologies, Polytechnics and Technical Institutes.

Soon after the independence of Pakistan in 1947, it was discovered that there was an acute shortage of Technical Institutes in the country. In view of this the Government constituted "Council of Technical Education for Pakistan" in June 1948. The Council recommended a scheme of Polytechnics, Monotechnics and Technical Institutes with a post-Matric three years Diploma of Associate Engineer (D.A.E) course in September, 1950.

To accelerate the Development of Technical Education, in 1958 the first Directorate of Technical Education was set up at Lahore. The Commission on National education (December, 1950) recognized the importance of Technical Education for economical progress and defined its place in the system of Education. By the end of 1962 it became clear that only one Directorate of Technical Education for the whole country of Pakistan is inadequate. Therefore another Directorate of Technical Education was established at Karachi in Feb, 1964.

In the Education Policy (1972 – 80) Government of Pakistan decided to introduce Bachelor of Technology B.Tech (Pass) and B.Tech (Hons) degree course with the help and collaboration of Engineering Universities at the Technical Colleges after high demand of Associate Engineers to provide facilities of higher education in order to improve their skill and prospects for promotion. The Sindh Technical Education and Vocational Training Authority Bill, 2009 have been passed by the Provincial Assembly of Sindh on 29th,March, 2010 and assented to by the Governor of Sindh on 14th April, 2010 is hereby published as an Act of the Legislature of Sindh.

Keeping the international standards of undergraduate courses and to capture international job market, Higher Education Commission Pakistan recommended to switch from split B.Tech (Pass) and B.Tech (Hons) programme to a B.Tech four year degree programme. The curriculum of B.Tech was revised in year 2010 by HEC. To ensure the uniformity of Technical Education at graduation level, all different programmes of B.Tech: (Pass & Honors) being run by different colleges/Institutes had been stopped by Higher Education Commission and B.Tech: Four Year Degree Program had been introduced as per (Revised Curriculum -2010) of B.Tech.

After the constitution of National Technology Council Pakistan under the auspices of Higher Education Commission (HEC) Pakistan, the 4-Year B.Tech Programme was discontinued from Fall of 2018 and new BSc Engineering Technology Programme was introduced by NTC having the mandate to accredit the Programmes in the country.

In 2016 Higher Education Commission (HEC), Islamabad has approved new curriculum for BSc Engineering Technology, and same course will be implemented from academic Year 2021-22 first Batch of BSc Engineering Technology Programme at the college. Subsequently from spring of 2024, NTC Pakistan has converted BSc Engineering Technology Programme and renamed it as Bachelor of Engineering Technology B.E (TECH) Programme with revised curricula.

1.2 GOVERNMENT HABIB COLLEGE OF TECHNOLOGY

The college had been established by Habib Educational Trust in 1964. The foundation stone was laid by Field Marshal General Muhammad Ayoub Khan. The purpose was to produce Technical hands for Habib Sugar Mills and Chemical Industries. The college is located adjacent to Habib Sugar mills and about 3 km from Nawabshah Railway station, accessible by road.

Soon after the completion of construction work, the college started functioning with Diploma in Chemical Technology and B.Sc (Ind:Tech:) two years programme affiliated with University of Sindh Jamshoro. In 1972 the college was nationalized and came under control of Sindh Government. With establishment of Engineering Universities, the affiliation of B.Sc Industrial Technology in 1983 was changed to (MUET) Mehran University of Engineering Jamshoro and later with (QUEST) Quaid-e-Awam University of Engineering Science and Technology Nawabshah. The Degree is unique in Pakistan; no any other college is offering such a degree program in Pakistan.

In 1983 B.Tech Honors (Chemical) was introduced at the college affiliated to (MUET) Mehran University of Engineering Jamshoro. The Pre-requisite qualification for this course was B.Sc: Industrial Technology from (MUET).After few years (B.Tech :) Honors (Chemical) Programme was suspended. In 1984 keeping in view the needs of the day and to meet the requirements of industries Diploma in Mechanical and Electrical Technologies were introduced in Morning and later in Evening Shift. Two years B.Sc.(Ind:Tech:) programme affiliated since 1996 with (QUEST) Quaid-e-Awam University of Engineering Science and Technology, Nawabshah District Shaheed Benazirabad is closed due to start of B.Tech 04 year degree program from 2013.

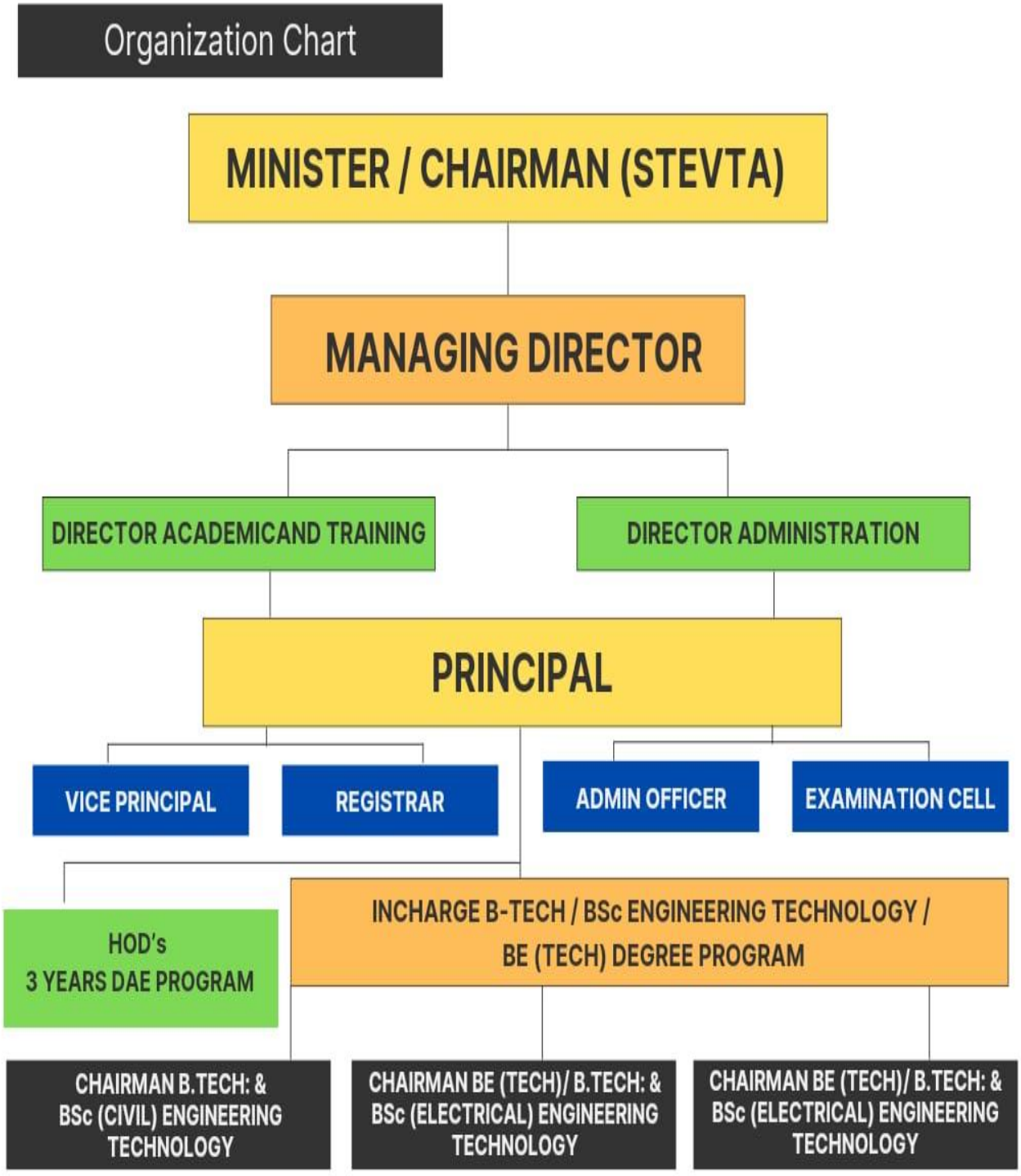
The B.Tech Programme has been introduced to produce Technologist to meet the growing needs of the industry of the country and also to provide the facility to the DAE holders to enhance their education in the technical field. The College had admitted 06 batches in B.Tech o4 year degree program, 13,14 &15 Batches in B.Tech: (Electrical and Mechanical) and three Batches 16,17&18 Batch in B.Tech: (Civil, Electrical and Mechanical) Technologies, adopting the Curriculum HEC-2010 affiliated with (QUEST) Quaid-e-Awam University of Engineering Science and Technology Nawabshah District Shaheed Benazirabad.

After the constitution of National Technology Council Pakistan under the auspices of Higher Education Commission (HEC) Pakistan, the 4-Year B.Tech programme was discontinued from Fall of 2018 and new BSc Engineering Technology programme was introduced by NTC having the mandate to accredit the programmes in the country. In 2016 Higher Education Commission (HEC), Islamabad has approved new curriculum for BSc Engineering Technology, and same course will be implemented from academic Year 2021-22 first Batch of BSc Engineering Technology Programme at the college.

Subsequently from spring of 2024, NTC Pakistan has converted BSc Engineering Technology Programme and renamed it as Bachelor of Engineering Technology BE (TECH) Programme with revised curricula. At present, Diploma in Civil, Electrical, Chemical, Mechanical Technologies are being offered in Morning & Evening & (21-batch) of BSc Engineering Technology program is affiliated with Quest Nawashah and Students are now studying in 6^{th} semester (2^{nd} semester of 3^{rd} year).

Government Habib College of Technology, Nawabshah is now going to admit First Batch of B.E (TECH) Bachelor of Engineering Technology Programme in Electrical Technology affiliated with (BBSUTSD) Benazir Bhutto Shaheed University of Technology and Skill Development khairpur Mir's.

02. ORGANOGRAM/ ORGANIZATION CHART



03. VISION, MISSION & OBJECTIVES OF STEVTA

VISION

Technical Education for employability and sustainable socio-economic development

MISSION

To functionalize the colleges with STEVTA regulations of institute management, trained faculty and industrial collaboration that ensures to produce entrepreneurial oriented human resources which serve national and international socio-economic environment with high skills and ethical standards.

OBJECTIVES

- To provide demand driven industry specific technical education.
- To assess the training needs in the context of domestic and global market.
- To develop linkages with the industry through IMC, training and assessment for the quality of education.
- To organize opportunities for the continuous training of the faculty and staff of the colleges.
- To organize and conduct seminars and workshops in order to provide the updated knowledge to the students in their respective fields.
- To focus on the character building of students as to play vital role in the development of society.
- To motivate the students with desires to learn and give professional guidance based on their potential.

04. VISION , MISSION & OBJECTIVES OF THE COLLEGE

Mission: To provide quality and state-of-art education to the students in the prescribed areas of Engineering, Science & Technology, in order to make them outstanding professionals and better human beings; so that they become capable of contributing effectively and amicably towards national development.

Vision: To lead global technological education and embed the market-driven employable skills to empower community.

Objectives:

- To provide quality job oriented education in engineering fields, with sufficient knowledge of inter-disciplinary scientific principles and mathematics in order to produce skilled and professional graduates.
- To make graduates self reliant and self motivated in understanding the principles to be applied in relevant field of technology.
- To equip graduates with technical entrepreneurial skills.
- To produce workforce with global market employability.
- To focus on the Character building of students as to play vital role in the development of society
- To assess the training needs in the context of domestic and global market.
- To develop linkages with the industry through Institute Management Committee (IMC), Trainings and Assessment, for the quality of education.

05. Academic Calendar for Bachelor of Engineering Technology
B.E (TECH) Programme Session 2024-25 (24-Batch)

5.1YearlyAcademic and Examination Schedule

FOR BACHELOR OF ENGINEERING TECHNOLOGY PROGRAMME
SESSION 2024-25 (24-BATCH)

<table>
<tr><th colspan="6">Academic and Examination Schedule</th></tr>
<tr><th colspan="6">Duration of Academic Session (Year)</th></tr>
<tr><td rowspan="2">Teaching including Mid Semester Examination</td><td rowspan="2">16 weeks</td><td>Two semester duration</td><td>21 × 2 = 42 weeks</td><td colspan="2">* Minimum attendance requirement to be eligible to appear in semester examination is 75%.</td></tr>
<tr><td>Summer Vacation</td><td>08 weeks</td><td colspan="2">* Minimum No. of lectures during the semester in a subject of 3CHs shall be 42.
* Minimum No. of lectures during the semester in a subject of 2 CHs shall be 28.
* Minimum No of lectures during the semester in a Practical of 1CH shall be 42.</td></tr>
<tr><td>Final Examination Preparation</td><td>02 weeks</td><td>Winter Vacation</td><td>02 weeks</td><td colspan="2" rowspan="3">* Each credit hour (Theory) is of one contact hour.
* Each credit hour (Practical) is of 03 contact hours.</td></tr>
<tr><td>Final Examinations (Conduct)</td><td>03 weeks</td><td colspan="2">----------</td></tr>
<tr><td colspan="2">----------</td></tr>
<tr><td>Total</td><td>21 weeks</td><td>Total</td><td>52 weeks</td></tr>
</table>

5.2 Yearly Academic and Examination Schedule

Academic Program	Duration
Teaching duration of 1st Semester	16 Weeks
Conduct of Mid Semester Examination	01 Week
Preparation and Conduct of Final 1st Semester Exam	04 Weeks
Winter break	02 Weeks
Teaching duration of 2nd Semester	16 Weeks
Conduct of Mid Semester Examination	01 Week
Preparation and Conduct of Final 2nd Semester Exam	04Weeks
Summer Break	08 Weeks
Total	**52 Weeks**

6. Admission Schedule for Bachelor of Engineering Technology
B.E (TECH) Program Session 2024-25 (24-Batch)
Academic &Examination schedule for the (24-Batch) First Semester

S.#	Activities	Date
01	Admission Notice in Newspaper & Issuance of Admission Form	22/12/2024 & 23/12/2024
02	Last date of submission of Admission form	15/01/2025
03	Entry test	19/01/2025
04	Display of Merit	24/01/2025
05	Date of Commencement of Classes (1st Semester)	27/01/2025
06	Conduct of Mid Semester Examination	24/03/20225
07	Suspension of classes	24/05/2025
08	Display of Sessional Marks	28/05/2025
09	Conduct of final semester examination	09/06/2025
10	Announcement of Result (Expected)	10-07-2025

07. FIELDS OF STUDY/ PROGRAMMES OFFERED

The college is presently offering

(1) Bachelor of Engineering Technology Programme Four-year (08 semesters) in Electrical Engineering Technology affiliated with BBSUTSD KhairpurMirs.

(2)DAE *in* Civil**,** Electrical, Mechanical, Chemical Technologies

The BSc Engg: Tech & B.E (TECH) Programmes has been designed to meet certain defined standards according to international trends in accordance with Sydney Accord. The Engineering Technology education curriculum is aligned with guidelines of HEC and ensures Continual Quality Improvement culture, in the spirit of Outcome Based Education (OBE) system in conformity with the Sydney Accord.

8. ADMINISTRATIVE STAFF/ OFFICERS OF THE COLLEGE

Name of Staff	DESIGNATION
01.Professor Hamadullah Abro MA/B.ED	In charge Principal
02. Engr.Shah Nawaz Rind B.E (Mechanical)	In charge Degree Programmes B.Tech:/BScEngg:Tech / BE(Tech) Programme
03.Engr. Naeemullah Memon B.E (Electrical) & M.E (Elect: Power System)	Associate Professor/Vice Principal (Morning) & Controller of Exam BSc Engg:Tech Programme / BE(Tech) Programme
04.Engr.Muhammad Altaf Memon B.E (Electrical) & M.E (Telecommunication)	Associate Professor /Vice Principal (Evening) Chairman BSc Electrical Engg:Tech& BE(Tech) degree Program.
05.Mr.Taufiq Ahmed	Registrar
06.Mr.Mehboob Ali Abro	Incharge Librarian
07. Mr.Arsala Brohi	Admin officer
08.Mr. Bashir Ahmed Shar	Accounts Officer
09.Mr.Rashid Ali Samoo	Cashier
10.Moula Bux Tagar	Store Purchasing Officer
11.Mr.Altaf Husain Jalbani	Store Keeper
12. Mr. Anwar Choohan	Incharge Sports Office
13. Mr. Samandar Ali	Dispenser

9. PROGRAMME LEARNING OUTCOMES (PLOs)

The twelve graduate attributes provided by the NTC as per Programme Accreditation Policy and Procedures Manual (May 2017) have been adopted as the PLOs for its Bachelor of Science B.E (Tech) in Engineering Technology Programmes in GHCT Nawabshah. It is ensured that these PLOs are achieved by respective CLOs of Engineering Technology curriculum as assessed through both direct and indirect methods.

List of PLOs

The twelve PLOs for Undergraduate B.E (Tech) Engineering Technology Programme are:

1. **Engineering Technology Knowledge (SA1):** An ability to apply knowledge of mathematics, natural science, Engineering Technology fundamentals and Engineering Technology specialization to defined and applied Engineering Technology procedures, processes, systems or methodologies.
2. **Problem Analysis (SA2):** **An** Ability to Identify formulates, research literature and analyze Broadly-defined Engineering Technology problems reaching substantiated conclusions using analytical tools appropriate to the discipline or area of specialization
3. **Design/Development of Solutions (SA3):** An ability to design solutions for broadly- defined Engineering Technology problems and contribute to the design of systems, components or Processes to meet specified needs with appropriate consideration for public health and safety, Cultural, societal, and environmental considerations.
4. **Investigation (SA4):** **An** ability to conduct investigations of broadly-defined problems; locate, search and select relevant data from codes, data bases and literature, design and conduct experiments to provide valid conclusions.
5. **Modern Tool Usage (SA5):** An ability to Select and apply appropriate techniques, resources, and modern technology and IT tools, including prediction and modeling, to broadly-defined Engineering Technology problems, with an understanding of the limitations.
6. **The Engineering Technologist and Society (SA6):** An ability to demonstrate understanding of the societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to Engineering Technology practice and solutions to broadly defined Engineering Technology Problems.
7. **Environment and Sustainability (SA7):** An ability to understand and evaluate the Sustainability and impact of Engineering Technology work in the solution of broadly defined Engineering Technology problems in societal and environmental contexts
8. **Ethics (SA8):** Understand and commit to professional ethics and responsibilities and norms of Engineering Technology practice
9. **Individual and Team Work (SA9):** An ability to Function effectively as an individual, and as aMember or leader in diverse teams.
10. **Communication (SA10):** An ability to communicate effectively on broadly defined Engineering Technology activities with the Engineering Technologist community and with society at large, by being able to comprehend and write effective reports and design documentation, make Effective presentations, and give and receive clear instructions.
11. **Project Management (SA11):** An ability to demonstrate knowledge and understanding of Engineering Technology management principles and apply these to one's own work, as amember or leader in a team and to manage projects in multidisciplinary environments
12. **Lifelong Learning (SA12):** An ability to recognize the need for, and have the ability to engage in independent and life-long learning in specialist Engineering Technologies.

10. BACHELOR OF ELECTRICAL ENGINEERING TECHNOLOGY

Electricity plays vital role in the country in improving the living conditions of the people and powering many different Industries. The field of Electrical Engineering Technology is concerned with Generation, Transmission, Distribution, Control and Utilization of electrical energy. Electrical engineering technology is the largest branch of engineering technology and includes a diverse range of sub-disciplines, such as, electronics, telecommunication, and power systems. There is lot of job opportunities for degree holders who are considerable in both, public as well as private sector organizations and industries.

Our Technologist may find suitable positions in Civil Aviation Authority, WAPDA, OGDCL, NTDC, PAEC, Military Engineering Services (MES) and also in many private sector companies. The Bachelor of Engineering Technology (Electrical) program followed the Outcome Based Education (OBE) system to meet the criteria of National Technology Council (NTC) as per Sydney accord. For the implementation of OBE, all the tests, assignments and semester examinations assessed by specific course learning outcomes (CLOs) related to each subject.

Bachelor of Electrical Engineering Technology program comprises two phases, the first phase consist of seven semesters in which students will learn the course having the theoretical knowledge and practical skills of the subjects of EET in the Campus as well as field visits. While in 2nd phase consist of one Semester (8thSemester) having Supervised Industrial/Field Training, where students can apply their theoretical and Practical knowledge to enhance their industrial as well as technical skills of real world applications by hands-on experience from well-known National and Multinational Organizations of the Country.

The teaching faculty is highly educated. The subjects are taught related to the electrical technology including electrical measurements, electrical circuits, electrical machines, advance electronics and other subjects. The teaching faculty of Electrical Department is as under.

10.1 Faculty of Electrical Engineering

Name of Teaching Staff	Designation
01.Engr.Muhammad Altaf Memon B.E (Electrical) & M.E (Telecommunication)	Associate Professor /Vice Principal (Evening) Chairman BSc Electrical Engg: Tech& BE(Tech) degree Programme
02.Engr. NaeemullahMemon B.E (Electrical) & M.E (Elect: Power System)	Associate Professor/ Vice Principal (Morning) & Controller of Examination BSc Engg: /BE(Tech) Technology Programme
03. Mr. Muhammad Rafique Jamali	Assistant Professor
04.Mr.Waris Ahmed Arain	Assistant Professor
05. Mr.DhaniBux Rind	Lecturer
06. Mr. Muhammad Kashif	Lecturer
07. Abdul Nabi Mahar	Lecturer
08. Muhammad Nadeem	Lecturer

10.2Vision and Mission of the Program

Vision of the Program –B.E (TECH) Electrical Engineering Technology

To be recognized globally as a center of excellence, this offers high quality education, technological knowledge and outreach activities with innovation and creativity in the field Electrical Engineering Technology.

Mission of the Program – B.E (TECH) Electrical Engineering Technology

The mission of Department of Electrical Engineering Technology is to provide high quality of education to produce skilled, dynamic, creative and ethical professionals to take active part in development of society.

10.3 PEOs of Program- B.E (TECH) Electrical Engineering Technology

The graduates of the program will develop into professional technologist who will:

PEO-01: Apply the concepts of basic sciences as well as technical knowledge and skills to effectively solve real life problems in the broad field of electrical engineering technology.

PEO-02: Comprehend, adapt to and contribute to the rapid and continuous changes of technology for the sake of professional promotion, occupational mobility and adhesion to leadership in their chosen technical fields.

PEO-03: To initiate entrepreneurship and contribute in corporate enterprises with technical hands-on experience.

The department of Electrical Engineering Technology equipped with following state of the art laboratories and workshops:

01. Comprehensive Shop /Lab
02. Power Lab
03. Electrical instrumentation Lab
04. General Electrical Lab Handed over by Muslim hands
05. Electronics Lab

10.4 SCHEME OF STUDIES FOR BACHLOR OF ELECTRICAL ENGINEERING TECHNOLOGY

1st Semester									
S#	Course Code	Subject	Nature	Credit Hours		Weekly Contact Hours		Marks	
				Th	Pr	Th	Pr	Th	Pr
1	HUM-111	Islamic Studies/Ethics	Humanities	2	0	2	0	50	0
2	NSC-111	Calculus & AG	Natural Science	3	0	3	0	100	0
3	NSC-112	Applied Physics	Natural Science	2	1	2	3	50	50
4	HUM-112	Pakistan Studies	Humanities	2	0	2	0	50	0
5	EET-112	Electrical Workshop	Engineering Foundation	0	2	0	6	0	100
6	COM-111	Computer Proficiency	Computer Science	1	2	1	6	50	100
Total				10	5	10	15	300	250
Grand Total				**15**		**25**		**550**	

2nd Semester									
S#	Course Code	Subject	Nature	Credit Hours		Weekly Contact Hours		Marks	
				Th	Pr	Th	Pr	Th	Pr
1	HUM -121	Communication Skills	Humanities	3	0	3	0	100	0
2	NSC-121	Linear Algebra & Differential Equations	Natural Scienc e	3	0	3	0	100	0
3	MET-121	Mechanica l Engineering Technolog y	Engineering Foundation	2	1	2	3	50	50
4	EST-121	Electronics Devices& Circuitsn	Major Based Breadth	2	1	2	3	50	50
5	EET-123	Linear Circuit Analysis	Major Based Breadth	3	1	3	3	100	50
Total				13	3	13	9	400	150
Grand Total				16		22		550	

3rd Semester									
S#	Course Code	Subject	Nature	Credit Hours		Weekly Contact Hours		Marks	
				Th	Pr	Th	Pr	Th	Pr
1	HUM-212	Technical Report Writing	Humanities	3	0	3	0	100	0
2	EET-215	Digital Logic Design	Major Based Breadth	2	1	2	3	50	50
3	EET-212	Electromagnetic Fields	Major based Depth	2	0	2	0	50	0
4	EET-216	Instrumentation & Measurement	Major Based Breadth	2	1	2	3	50	50
5	EET-214	Electrical Machines	Major Based Depth	3	1	3	3	100	50
6	EET-217	Electrical Network Analysis	Major Based Depth	2	1	2	3	50	50
Total				14	4	14	12	400	200
Grand Total				18		26		600	

4th Semester									
S#	Course Code	Subject	Nature	Credit Hours		Weekly Contact Hours		Marks	
				Th	Pr	Th	Pr	Th	Pr
1	COM-221	Computer Programming	Computer Science	1	1	1	3	50	50
2	EET-222	Power Generation Systems	Engineering Foundation	2	1	2	3	50	50
3	EET-223	Electrical Power Transmission	Major based Depth	2	1	2	3	50	50
4	EET-224	Electrical Power Distribution & Utilization	Major based Depth	2	1	2	3	50	50
5	EET-225	Power Electronics	Major based Depth	2	2	2	6	50	100
Total				09	6	09	18	250	300
Grand Total				15		27		550	

5th Semester									
S#	Course Code	Subject	Nature	Credit Hours		Weekly Contact Hours		Marks	
				Th	Pr	Th	Pr	Th	Pr
1	MGM-312	Organizational Behavior	Humanities	2	0	2	0	50	0
2	EET-311	High Voltage Technology	Major based Depth	2	1	2	3	50	50
3	EET-312	Control Technology	Major based Depth	2	1	2	3	50	50
4	EET-313	Power System Protection	Major based Depth	2	1	2	3	50	50
5	EST-314	Microprocessor Theory &Interfacing	Major based Breadth	2	1	2	3	50	50
6	MET-316	Environment, Health, and Safety	Engineering Foundation	1	1	1	3	50	50
Total				11	5	11	15	300	250
Grand Total				16		26		550	

6th Semester									
S#	Course Code	Subject	Nature	Credit Hours		Weekly Contact Hours		Marks	
				Th	Pr	Th	Pr	Th	Pr
1	MGM-411	Technopreneurship	Management Science	3	0	3	0	100	0
2	EST-321	Communication System Technology	Major based Breadth	2	1	2	3	50	50
3	EET-322	Industrial Drives & PLC	Major based Depth	2	2	2	6	50	100
4	EET-323	Project-I	Major based Depth	0	3	0	9	0	100
5	EET-324	Renewable Energy Technology	Major based Depth	2	1	2	3	50	50
Total				9	7	9	21	250	300
Grand Total				16		30		550	

7th Semester									
S#	**Course Code**	**Subject**	**Nature**	**Credit Hours**		**Weekly Contact Hours**		**Marks**	
				Th	**Pr**	**Th**	**Pr**	**Th**	**Pr**
1	EST-411	Artificial Intelligence	Major based Depth	2	1	2	3	50	50
2	EET-412	Power System Control& Stability	Major based Depth	3	0	3	0	100	0
3	EET-413	Power Economics & Management	Major based Depth	3	0	3	0	100	0
4	EET-414	Project-II	Major based Depth	0	3	0	9	0	100
5	EET-415	Electrical Machines Design & Maintenance	Major based Depth	2	1	2	3	50	50
Total				**10**	**5**	**10**	**15**	**300**	**200**
Grand Total				**15**		**25**		**500**	

8th SEMESTER									
No.	Course Code	Subject	Nature	Credit Hours		Total Contact Hours		Marks	
				TH	PR	TH	PR	TH	PR
1	EET-421	16 Weeks Supervised Industrial / Field Training	(8x6=48 Hrs / Week)	0	16	0	48	00	800
Distribution of 800 Marks = Training Performance (600) + Viva Voce (200)									
Viva Voce									200
Further Detail of Distribution of Marks for Training Performance									
Student Report									350
Industrial Trainer									200
Industrial Visit by Academic Supervisor*									50
Total				0	16	0	48	0	800
Grand Total				16		48		800	

SUMMARY		
Bachelor of Electrical Engineering Technology		
Semester	**Credit Hours**	
	TH	**PR**
1st	10	5
2nd	13	3
3rd	14	4
4th	9	6
5th	11	5
6th	9	7
7th	10	5
8th	0	16
Total	**76**	**51**
Grand Total	**127**	

11. PROGRAMME OFFERED AND ALLOCATION OF SEATS

Sr. No.	Name of College	Disciplines offered	Total No. of Seats in each Program (Morning)	
			Regular Basis	Self Finance Basis
01	Government Habib College of Technology Nawabshah	(i) Electrical Engineering Technology	40	05

NOTE:
THE COLLEGE AUTHORITIES RESERVES THE RIGHT NOT TO COMMENCE ANY PROGRAMME OF BACHELOR OF ENGINEERING TECHNOLOGY IF THE ENROLMENT FALLS BELOW 50% OF THE TOTAL SEATS.

12. Department of Basic Sciences Related Studies & Other Staff

With the emerging market demands, the Bachelor of Engineering Technology departments are crucially complemented by the vital education of Basic Sciences & Related Studies. These include Pakistan Studies, Islamiat, Mathematics, Physics, Chemistry, Computer Science, Management Science and English. The courses are customized to align the departments with the Basic Sciences & Related Studies.

The fundamentals of Mathematics, Chemistry and Physics optimize the capability of students while understanding Information Technology (IT) and Management Sciences magnify academic and professional accomplishments.

The English Language, an international means of communication, is accorded great importance, considering all the courses having the medium of English language. The courses are tailored to meet the standards of indigenous as well as global demands. Special emphasis is placed upon refining, enhancing and grooming the communications kills.

Technical Writing holds a pivotal role to integrate the skills learnt from technology-centric courses to practically comply with formal professional writing. It is believed that technical knowledge is best utilized when it is harmonized with the English Language at par with the modern standards.

Faculty of Related Studies &Other Staff

Sr.No:	NAME	DESIGNATION
01	Professor Hamadullah Abro	In charge Principal/Associate Professor (RS)
02	Engr.Shah Nawaz Rind	Associate Professor (Mechanical)/
03	Mr.Sanaullah	Associate Professor (Chemical)
04	Mr.Chaman	Associate Professor (Chemical)
05	Engr. Mukhtiar Ahmed Tunio	Assistant professor (Mechanical)
06	Mr.Anwar Hasan Brohi	Assistant professor (Mechanical)
07	Mr Mahboob Ali Abro	Assistant professor (Mechanical)
08	Engineer Kirar Khan	Lecturer (Mechanical)
09	Mr. Babar Ali Magsi	Junior Instructor (Mechanical)
10	Mr.mumtaz Husain kaloi	Junior Instructor (Mechanical)
11	Mr.SarangNabiDahri	Shop Instructor (Mechanical)

13. CATEGORY WISE ALLOCATION OF SEATS:

The Percentage /Quota wise distribution of seats in each category is as under.

Sr.No:	Category	Percentage % of Total Seats	Distribution of Seats on DAE & HSC Basis.	Total Number of Seats
01	(1)Open Merit (Boys & Girls) (Shaheed Benazirabad Region and Sukkur Divisions.)	60% of 40 Seats (24 Seats)	For DAE------- 14 For HSC -------10	24 Seats
02	All Sindh Basis (Boys & Girls) (Other Districts of Sindh except Shaheed Benazirabad and Sukkur Divisions). (a)Rural Area 60% of 08 seats-- 05 (b)Urban Area 40% of 08 seats-03	20% of 40 Seats (08 Seats)	(a) For DAE----- 03 For HSC ----------02 (b) For DAE----- 02 For HSC ----------01	08 Seats
03	Real Sons/Daughters/ Sisters/Brothers of the STEVTA Employees. (Serving/Retired)	5% (02 Seats)	For DAE/HSC---- 02	02 Seats
04	Members of Teaching Staff of Technical.	5% (02 Seats)	For DAE/HSC---- 02	02 Seats
05	Reciprocal Basis	2.5% (01 Seat)	For DAE/HSC----- 01	01 Seat
06	Sons/Daughters of the Defense /Armed forces Personnel.	2.5% (01 Seat)	For DAE/HSC----- 01	01 Seat
07	Extra Curriculum Activities	2.5% (01 Seat)	For DAE/HSC----- 01	01 Seat
08	Trans-Gender(She-Male) / Disable Persons	2.5% (01 Seat)	For DAE/HSC----- 01	01 Seat
	Total	**100%**	**40 Seats +05 Seats on Self Finance = 45 Seats**	

13.1 Self-Finance Scheme

Five (5) seats of each Engineering Technology Programme have been reserved for the candidates domiciled in Sindh Province under Self-finance Scheme.

13.2 Policy for Award of Seats

i. The left-over seats reserved for the category of the Open Merit (DAE) would be awarded to the candidates of the All Sindh category (DAE) and vice versa.

ii. The left-over seats reserved for the category of the Open Merit (HSC) would be awarded to the candidates of the All Sindh category (HSC) and vice versa

iii. The left-over seats reserved for the categories of Self Finance and Reserved Seats would be awarded to the candidates of Open Merit category in the first priority, and to the candidates of All Sindh category in the second priority.

14. Intake Capacity & Pre-Requisite Qualification for Bachelor of Engineering Technology Program (24-Batch)

Technology Offered	Eligible DAE Technologies/ HSC(P.E)	First Year (Regular)	First Year (SHB)	Total
Electrical	1.Three years Diploma DAE in Electrical, Electronics, Automation, Avionics, Computer / Computer and Information Technology, Software, Instrumentations, Instrumentation & Process Control, Mechatronics, Precision Mechanical & Instrument, RADAR, RADIO, Telecommunication and Bio-Medical. **2.** HSc(Pre-engineering) or equivalent Minimum 50% marks **3.**HSc (Pre-Medical)or equivalent Minimum 50% marks can also apply to Engineering Technology programs on the following terms and conditions:- They will study an additional Math course (FSc Level designed by the HEI) in the first Semester of the Engineering Technology Program .The course credit hours will not be counted in the degree credit hours.	**40 seats**	**05 seats**	**45 seats**

15. ADMISSION ON RESERVED SEATS

15.1 Real Sons/Daughters/Brothers/Sisters of STEVTA Employees

Candidates applying on the reserved seats for Sons/Daughters/Brothers/Sisters of Employees are required to produce evidence certificate of their parents holding a minimum three-year service in STEVTA. The application must be forwarded to the Directorate (Academic & Training) STEVTA, Head Quarter (HQ) through respective Regional Directors, STEVTA. The Managing Director/Director (A&T) STEVTA, HQ is the final authority to allow admission on the reserved seats of employees. First preference will be given to real sons/daughters.

15.2 In-service staff members of Technical Education

In-service staff members of Technical Education will be allowed admission in first year B.E Technology Programme on the following conditions:

a. Candidate will be required to submit study leave.

b. Candidate will be required to submit Departmental Permission (NOC) at the time of admission.

15.3 Seats on Reciprocal basis

The candidates from other provinces, seeking admission on reciprocal basis should send their applications through TEVTA of their respective province to STEVTA, HQ. Applications sent directly to the college shall not be entertained in any case.

15.4 Sons/Daughters of Defense Personnel

Candidates seeking admission on seats reserved for Armed Forces should apply through their respective Head Quarters to STEVTA, HQ. Applications sent directly to the college shall not be entertained in any case.

15.5 Seats for Extra Curricular Activities/Disable quota

Candidates seeking admission on the basis of Extra Curricular Activities, are required to submit documentary evidence of their skills and also specify field of extracurricular activities clearly in application form, they may be asked to appear for a test to justify their skills.

Seats for disables: Certificate of disability issued by the competent authority should be attached.

16. Facilities

The following facilities are also available at the college.

(a) Library:

The college library is available to all the members of the academic & administrative staff and for enrolled students of DAE , BSc Engg: Tech: & BE (Tech:) Programs. The library is well shelved with books, journals and references to meet the needs of the faculty of science, engineering education and contain a huge stock of Technical & Engineering books. The collection of books is updated from time to time to cater to the needs of students. Technical Journals, Magazines & Daily newspapers in Urdu, Sindhi and English are also available in the library for reading.

(b) Transport Facility/Health Services:

Arrangement for the transport is made by the college. The college bus moves on its route from different parts of the city to pick the students for the college, however the students have to make their own arrangement for transport in case the bus does not operate due to one or the other reason. The bus cannot be used for any purpose except the academic activity outside the city limits of Nawabshah at any cost without the prior permission of the District Administration. The college provides transport facilities to both tutors and taught. The Industrial Visits are also organized for the students for the practical demonstration. A Dispensary is also available at the college. The services of a MBBS Doctor and other qualified staff are available in the college.

(c) Workshop & Laboratories/Computer Lab:

The College has spacious workshops and laboratories which are adequately equipped with necessary machinery and instruments to provide an excellent opportunity for training of students according to the detailed curriculum in each category.

Computing facilities are also available in shape of Computer lab: to provide facility of computer along with Internet to the students.

(d)Stand by Generator:

For providing power backup during load shedding, a standby generator has been provided by the college.

(e)Prayer Hall/Masjid:

A Prayer hall has been established with necessary accessories for the facility of staff and the students to offer prayers during College hours.

(f) Hostel Facilities:

It is mentioned that, there is no any hostel facilities present at the college. Students have to arrange their own accommodations.

(g) Drinking Water

Every department is provided with electric water dispensers, and there is a heavy-duty Electric water coolers in administration block which provides safe drinking water.

Generating Sets

BEDFORD

17. FEE STRUCTURE

(A) Fee Structure for Regular Students

S #	Head of Account	Semester wise Schedule							
		1st	2nd	3rd	4th	5th	6th	7th	8th
01	Admission fee	500	-----	-----	-----	-----	-----	-----	-----
02	Tuition fee	500	500	500	500	500	500	500	500
03	Training Charges	18000	18000	18000	18000	18000	18000	18000	18000
04	Security Deposit (Refundable)	1000	-----	-----	-----	-----	-----	-----	-----
05	Visit/Industrial Tour fee	1500	1500	1500	1500	1500	1500	1500	1500
06	Library fee	1000	1000	1000	1000	1000	1000	1000	1000
07	Gymkhana / Sports fee	500	500	500	500	500	500	500	500
08	First Aid fee	500	500	500	500	500	500	500	500
09	Communication/Courier Service Charges	500	500	500	500	500	500	500	500
TOTAL (A)		**24,000**	**22,500**	**22,500**	**22,500**	**22,500**	**22,500**	**22,500**	**22,500**

(B) Fee Structure for Self Help Basis

S #	Head of Account	Semester wise Schedule							
		1st	2nd	3rd	4th	5th	6th	7th	8th
01	Self Finance Chargers	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Total (B)		20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Total (A)		24,000	22,500	22,500	22,500	22,500	22,500	22,500	22,500
Total (A & B)		**44,000**	**42,500**	**42,500**	**42,500**	**42,500**	**42,500**	**42,500**	**42,500**

Note: **Transport fee Rs.1000/-(**one thousand) per semester will be applicable for students availing transport facility.

(C) Other Fees (Enrolment, Eligibility, Examination Fees& Documents Verification fee)

Every student has to pay **Enrolment fees Rs.2500/** & **Documents Verification fees Rs.5000/** separately as prescribed and notified by DAI's (BBSUTSD) Khairpur Mir's.

(D) Admission on Package

(Admission Form, Prospectus, Entry Test Fee &Documents Scrutiny Charges)

Admission Form* Prospectus, Entry Test Fee *& Documents Scrutiny Charges	3,700

(E) Registration fee for Summer Semester (Applicable to Failure students)

Registration fee for Summer Semester per subject	**03 Credit Hour (Theory)**	**Rs. 3000/-**
	01 or 02Credit Hour (Theory)	**Rs. 1500/**
	Practical	**Rs. 1800/**

(F)Registration fee for Summer Semester (Applicable to the students who were failed to secure eligibility due to short of attendance in any subject)

Registration fee for Summer Semester per subject	**03 Credit Hour (Theory)**	**Rs. 3500/-**
	01 or 02Credit Hour (Theory)	**Rs. 1800/**
	Practical	**Rs. 2000/**

18. RULES AND PROCEDURES FOE ADMISSION

(i) Admissions to the First Year for B.E Tech Electrical Engineering Technology Programme are made according to the policies and rules, framed by the authorities of Benazir Bhutto Shaheed University of Technology and Skill Development, Khairpur Mirs'. The rules are subject to revision by the competent authority of the University as and when deemed necessary and without any notice. The admission will be processed by Benazir Bhutto Shaheed University of Technology and Skill Development, Khairpur Mirs'

(ii) The candidates who apply for admission on the basis of fake certificates/documents (detected before or after their admission) shall be prosecuted under criminal law and their admission shall be cancelled. Additionally, they may also be debarred for a period of three years for future admission and all payments made to the BBSUTSD, Khairpur Mirs'/GHCT, Nawabshah shall be forfeited.

Rules and Regulations for Bachelor of Engineering Technology Program to be offered at affiliated colleges are to be provided by the Benazir Bhutto Shaheed University of Technology and Skill Development Khairpur Mir's.

19. CRITERIAN FOR ADMISSION

(i) The candidates who have passed their Higher Secondary School Certificate (HSC Pre-Engg./Pre-Medical) or Diploma of Associate Engineer (DAE) or equivalent in any of the disciplines mentioned against each Program in annual examination 2024 or prior up to annual examination of 2021 with at least 50% aggregate marks **(Grace marks shall not be considered)** from any recognized Board of Intermediate and Secondary Education/Board of Technical Education in Pakistan or from foreign countries are eligible to apply for admission subject to provision of equivalence certificate.

(ii) The candidates who have passed the above examinations or equivalent before Annual Examination 2021 shall not be eligible for admission.

(iii) Those students, who were admitted to any other universities/institutes before applying for admission and were rusticated, debarred or their admissions were cancelled, shall not be considered for admission. Additionally, if the students withhold information regarding such a disciplinary action and they were granted admission; their admission will be cancelled immediately after ascertaining such facts. Those candidates who have been convicted involving moral turpitude shall also be refused admission. Since the admission application form is a legal document, any wrong information provided therein or tampering it in any other way is illegal and may result in rejection of the form out rightly.

(iv) **Admission form and Prospectus**

The admission form and prospectus can be obtained from the College on payment of **Rs. 3700/-**and duly filled form along with requisite documents may be submitted to the College during office hours according to schedule mentioned in the advertisement.

(v) **Pre-Admission Test**

All the candidates applying for all categories including Reserved Quota are required to appear in the pre-admission test as per schedule and venue announced by the College.

20. ELIGIBILITY FOR ADMISSION TO TEACH PROGRAMME

20.1 Calculation of CPN and Merit order

Sr. No.	Percentage of Marks in	Multiplying Weightage
A.	DAE/HSC: (with adjusted marks**)	**0.50**
B.	Pre-admission Test Score:	**0.50**

*** For example:** If a candidate has secured 70% marks in DAE/HSC and 60% marks in Pre-admission Test; his/her CPN would be: (70×0.5) + (60×0.5) =35 + 30 = 65.0000

** Adjusted marks means marks secured in DAE/HSC examination plus additional marks if any, as defined in the relevant Clause, minus marks to be deducted as defined in relevant Clause.

The CPN of the candidates on the merit list may be calculated with four digits after decimal point. The following steps may be taken, in case of tie of CPN even after exercising the above action:

i. The candidate having higher pre-admission test marks will be higher in merit.
ii. The candidate having higher DAE/HSC marks will be higher in merit.
iii. The candidate having higher SSC marks will be higher in merit.
iv. The candidate having higher HSC Math-II marks will be higher in merit.
V. The candidate having higher HSC Math-I marks will be higher in merit.

20.2 Interviews

After the receipt of the result of Pre-admission Test, a comprehensive merit list is prepared and a number of candidates roughly equivalent to the reserved seats are called for interview before the Admission Committee.

The candidates will also be required to bring their original documents as mentioned below for verification:

(i) Marks Certificate of SSC – (Matriculation).
(ii) Marks Certificate of DAE/HSC Part-II (Pre-Engineering or Pre-Medical).
(iii) Domicile Certificate of candidate.
(iv) PRC 'Form C' of candidate.
(v) National Identity Card/B-form (as applicable).
(vi) Undertaking on Judicial stamp paper as per specimen.
(vii) Medical Certificate on pro forma.

It is mandatory for the candidates to appear before the Admission Committee for interview. If any candidate fails to produce all or any of the above-mentioned documents, he/she shall not be allowed to appear in the interview and will be disqualified from the process of admission.

The admission shall be allowed on the day of interview; and if admitted, all the above original documents would be retained by the college for at least **one entire year**. The candidates are advised to keep at least one to two sets of photocopies of all the documents with them. The candidate has to deposit the fees as mentioned in relevant fees clause at the time of interview.

20.3 Rectification of Mistakes

The Admission Merit Lists/Call Lists announced by the Admission Office are provisional and if any mistake is detected, it is rectified accordingly.

20.4 Admission of Candidates who fail to Deposit the Admission Fees before last date

If any of the candidates fails to deposit admission fees on the day of interview, his/her seat will be allotted to the following candidate on the merit list.

20.5Additional Marks

The candidates, who have produced certificates of Hafiz-e-Quran on printed form from registered Madrasahs and clear the test of Hifz taken by the College, are also considered to have additional 20 marks to be added to the marks of HSC/DAE.

20.6 Deduction of Marks Due to Gap in Education

In case of a gap or repetition of DAE/HSC Exams, the merit is determined as described below:

One percent of the aggregate marks is deducted for each gap of one academic year after Matriculation examination from the total marks of DAE/HSC examination or equivalent for the purpose of determination of merit. This deduction is applicable whether the DAE/HSC Examination had been repeated or the gap had occurred owing to any other reason.

20.7 Closing of Admissions Process

The admissions process for the session is made up to the end of **Fourth week** from the date of start of the classes. After this period, no new admissions are made.

20.8 NOC and Study Leave Order for Candidates already in Service

The candidates who are already in service at the time of submission of admission form should attach NO Objection Certificate from their employers for their admission. After selection to the First Year Class, they are required to submit study leave order and relieving order from their employers for study purpose at the University because the B.E Tech in Civil, Electrical and Mechanical Engineering Technology Degree Programmes are regular full time and morning Programmes and no student admitted in the College is allowed to engage himself/herself in any employment during his/her studies.

20.9 Admission in any Other Institute

Being a full-time Programme of studies, no student of the College is allowed to enroll in any other full time or part time courses of studies in any other educational institution without prior permission of the authorities of the University. Violation of the above may lead to the cancellation of his/her admission.

20.10 Re-Admission Policy

Those students who are eligible for any semester of any year and remained absent from their classes and examinations for any reason, are considered for re-admission in the appropriate semester where they left their studies with the appropriate batch subject to application of other relevant rules by the Re-admission Committee, provided that their absence is not more than **two calendar years**. However, their attendance to determine their eligibility to appear in the semester examination is considered from the date of issuance of re-admission order. Such admissions may be made **within four weeks** from the date of start of classes of particular session.

20.11 Enrolment Card

Each student is required to enroll himself/herself in the University/Institute after the finalization of the discipline in the First Semester of First Year and obtain enrolment card accordingly. In case of failure, he/she is not allowed to appear in the examination of the First Semester of the First Year.

20.12 DEDUCTION OF MARKS DUE TO GAP IN ENTRY QUALIFICATION SESSION2024-25

In case of a gap or repetition of Intermediate/DAE examinations, the merit will be determined as described below:

- ✓ Students passed Intermediate/DAE in 2023 = (1% of the aggregate marks will be deducted).
- ✓ Students passed Intermediate/DAE in 2022 = (2% of the aggregate marks will be deducted).
- ✓ Students passed Intermediate/DAE in 2021 and before = (3% of the aggregate marks will be deducted).

20.13 Admission Fee Refund Policy

Where the University strictly follows the National Level Fee Refund Policy at Higher Education Institutions at Pakistan which is as under:

% of Admission Fee	*Timeline for Semester*
Full 100% fee refund	Up to 7th day (including holidays) of convene of classes
Half/ 50% fee refund	Up to 15th day (including holidays) of convene of classes
No Refund 0%	from 16th day of convenes of classes.

20.14 Migration Policy

A student desire to Migrate from GHCT to any other GCT, He has to pay Migration processing fee Rs.20000/- to the admitted college GHCT and amount equal to self financing scheme to the desired college. Migration is not allowed in first and final year.

21. STUDENT AFFAIRS

21.1 STUDENT CONDUCT AND RULES OF DISICIPLINE

The student shall be governed by the rules of discipline in the class rooms, library, examination hall, playgrounds and on other places, as prescribed by the College authorities from time to time. Every student should have to sign an undertaking at the time of admission on a prescribed form.

The decision of the College authorities in connection with the disciplinary action shall be final and binding on all concerned students.

NO STUDENT SHALL

- Smoke, Taking alcoholic liquor, manicures, gutka and any other intoxication drugs within the college campus and during any other function.
- Organize or take part in any function within the college campus without permission of college authority.
- Involve into activities against the Islamic and Pakistan Ideology or National Solidarity.
- Affiliate himself with any Political party or group.
- Allow to obtain copy or help in copying in examination or including harassment to any teacher or other staff member.
- Bring keeping or use any kind of weapon or fire arms within college campus.
- Participate in or abet any walkout or strike against college or its teachers.

21.2 STUDENTS IDENTIFICATION

Every enrolled student will be issued an identity card at the time of enrolment. In case the card is lost, the matter shall be immediately reported to the administration. The duplicate identity card will only be issued on submission of declaration for loss of the card on payment of Rs.200/- per card.

21.3 REFUND OF SECURITY DEPOSIT

The application for refund of security deposit, clearance certificate should be submitted within three years from the date of announcement of the University result or within three years from the date to which student discontinues his study from this college. Student failing to claim the refund of security deposit within the prescribed time shall forfeit his claim and the deposit shall automatically be transferred in the account of this college.

21.4 STUDENTS SOCIETIES:

To help the students in developing the qualities of leadership and good citizenship the college encourages them to participate in all extra curriculum activities provided that such activities do not interfere in their academic progress or administration of this college.

The student's societies formed and managed by the students under the supervision of the college administration will only be allowed to organize extra curriculum activities such as Sports, Dramas, Social and Literacy activities and publication of college magazine.

22. RULES AND REGULATIONS FOR BE TECH PROGRAMME

22.1 REGULATIONS FOR SEMESTER SYSTEM

Regulations regarding the Courses of Studies for the Bachelor's Degree Programs of the Benazir Bhutto Shaheed University of Technology and Skill Development, under Section 32 (1) (a) of the Act, 2016.

Short Title: These Regulations may be called the Benazir Bhutto Shaheed University of Technology and Skill Development, Bachelor of Degree Course Regulations, 2017.
These Regulations shall be subject to the Benazir Bhutto Shaheed University of Technology General Scheme of Studies for the Bachelor Degree Course Statutes 2017.
Commencement: These Regulations shall be deemed to have come into force with effect from the First of September 2017.
Definitions: In these Regulations, unless expressly stated otherwise:
"University" means the Benazir Bhutto Shaheed University of Technology and Skill Development.
"Academic Year" means the Academic Year of the College/University.
"Semester" means a period of 22 weeks out of Academic Year for teaching and evaluation and/or guidance of the students of the University
"Syndicate" means the Syndicate of the University.
"Vice-Chancellor" means the Vice-Chancellor of the University.
"Pro-Vice-Chancellor" means the Pro-Vice-Chancellor of the University.
"Dean" means the Dean of the concerned Faculty of the University.
"Controller of Examinations" means the Controller of Examinations of the University.
"Chairman" means the Chairman of a Teaching Department of the University.
"Director" means the Director of Post Graduate Studies or Director of an Institute of the University.
"Teacher" means any Lecturer, Assistant Professor, Associate Professor or Professor teaching a subject/paper in theUniversity or in a College/Institute affiliated to the University.
"Internal Examiner" means the teacher/person appointed by the Competent Authority, who has been teaching the subject to the regular class/section during the Academic Year for which the examination is being conducted.
The courses of Study:
The Courses of Studies for the degree of Bachelor of Engineering Technology (BE Tech) shall be as given in the Regulations, which follow, provided that these Regulations shall be subject to change as approved by the Academic Council of the University from time to time.

22.2 Duration of Semester & Year

First year, second year, third year and fourth year for the degree of Bachelor of Engineering Technology will be of one year duration (Total 4 years) each comprising of two semesters. Total Credit hours for all four years shall be 124-136.
There shall be two semesters in an academic year. The duration of teaching time in each semester shall be 16 weeks. The semester starting with the commencement of the academic year will be called the "First semester" and the following semester will be called the "Second Semester".

22.3 Marks:

Each degree program shall carry a number of approved courses and each course shall be assigned a number of Credit Hours. The Credit Hours per semester for each discipline shall be 15-.18. The details of the course, marks / grades assigned and the condition for passing examinations shall be as prescribed by the Benazir Bhutto Shaheed University of Technology and Skill Development Bachelor Degree Regulations 2017.

22.4 Departmental Committee:

Each Department/Institute will have a Departmental Committee consisting of three senior most teachers of the Department/Institute including Chairman/Director to assess the progress of the students during the semester and results of all the examinations including the final semester examination. In case of any discrepancy in the results during scanning process, the concerned Committee will seek approval through the Dean and the Pro- Vice Chancellor from the Vice Chancellor to rechecking the Scripts by a Subject expert (other than the subject teacher). The final recommendations of the Departmental Committee concerning the results will be submitted through the concerned Dean and Pro Vice Chancellor to the Vice Chancellor for consideration and approval.

22.5 YEARLY ACADEMIC PROGRAMME

Academic Program	Duration
Teaching duration of 1st Semester	16 Weeks
Conduct of Mid Semester Examination	01 Week
Preparation and Conduct of Final 1st Semester Exam	04 Weeks
Winter break	02 Weeks
Teaching duration of 2nd Semester	16 Weeks
Conduct of Mid Semester Examination	01 Week
Preparation and Conduct of Final 2nd Semester Exam	04Weeks
Summer Break	08 Weeks
Total	**52 Weeks**

Note:

- Minimum number of contact hours for a theory subject of 3 CHs per semester is 42
- Minimum number of contact hours for a practical of 1CH per semester is 42.

22.6 The minimum requirement for each semester course:

Assignments
Tests (minimum two)
Mid Semester Examination
Final Semester Examination

The Schedule of Tests, Mid Semester and Final Semester Examination shall be as under:

S.No	Activity	Period
1	Mid Semester Examination	After 08 Weeks
2	Final Semester	After 16 Weeks

22.7 Distribution of Marks:

The distribution of marks for each theory and practical course is as under:

Theory

S.No	Activity	Theory of Maximum l00Marks	Theory of Maximum 50Marks
1	Sessional (Assignments/Quiz/Presentation)	20	10
2	Attendance	10	05
3	Mid Semester Examinations	20	10
4	Final Semester Examinations	50	25
	Total	100 marks	50 marks

Practical

S.No	Activity	Practical of Maximum l00 Marks	Practical of Maximum 50 Marks
1	Sessional (Lab Performance/ Practical general /skill competition)	20	10
2	Attendance	10	05
3	Mid Semester Examinations	20	10
4	Final Semester Examinations	50	25
	Total	100 marks	50 marks

For 8th semester (Supervised Industrial Training) the following distributions of marks have been approved:

S.No	Activity	Marks
1.	Training Performance	600
2.	Viva Voce	200
	Total	800 Marks

22.8 Grading Policy

GRADE POINT	GRADE	THEORY		PRACTICAL	
		Max Marks 100	Max Marks 50	Max Marks 100	Max Marks 50
A+	4.0	>=85	>=42	>=85	>=42
A	3.75	75 to 84	37 to 41	75 to 84	37 to 41
B+	3.50	66 to 74	35 to 36	66 to 74	35 to 36
B	3.00	60 to 65	30 to 32	60 to 65	30 to 32
C+	2.50	55 to 59	27 to 29	55 to 59	27 to 29
C	2.00	50 to 54	25 to 26	50 to 54	25 to 26
F	FAIL	0 to 49	0 to 24	0 to 49	0 to 24

Fraction No's will be rounded off to the nearest whole No's Where 5.4=5, 5.5=6, 5.9=6
Subject carrying more than 100 marks in theory/Practical will be awarded grades accordingly.
The results will be prepared on the basis of Grade point Average (G.P.A)

22.9 METHOD OF WORKING OUT G.P.A

Credit Hours (C.H):One credit hour (C.H) for a particular course is generally to be considered as one contact hour of teaching theory per week and for practical 1 C.H be considered as 3 contact hours

Quality Point (Q.P)

For computation of the (G.P.A) the quality point (Q.P) is first determine by the multiplying the value of the grade earned by the students with the Credit Hours of that course, e.g. if a student obtain "A+" grade for a three credit hours course then this quality point will be calculated as follows:
Q.P = 4 x 3 = 12.

Grade Point Average (G.P.A)

Grade point Average is an expression for the average performance of a student in the course he/she has offered during a particular semester. This is calculated by adding the quality points of all the courses taken, divided by the total number of Credit hours offered in a semester.

$$G.P.A = \frac{\text{Sum of Quality Points for all the courses appeared in a particular semester}}{\text{Sum of Credit Hours for all the courses appeared in a particular semester}}$$

Cumulative Grade Point Average (C.G.P.A) in a particular year

This is a figure ranging preferably from 0.00 to 4.00 be used to indicate the performance of a student in the year concerned. A standard scale of 0.00 to 4.00 is recommended to all HEIs

$$C.G.P.A = \frac{\text{Sum of the Q.P for all the courses appeared in a particular year}}{\text{Sum of the Credit Hours for all the courses appeared in a particular year}}$$

Cumulative Grade Point Average (C.G.P.A) for Degree

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

CGPA REQUIRED FOR THE COMPLETION OF UNDERGRADUATE GRADUATE

For completion of the degree, the minimum qualifying CGPA for Bachelor of Engineering Technology Students is**2.00**.In case a student secures less than 2.00 CGPA (minimum qualifying CGPA) at the end of final Semester, she/he may be allowed to get re-admission in one or more courses, in which his/her Grade is below C, along with the forthcoming semester, provided that she/he is not debarred under the CGPA Improvement Regulation and time duration specified for the programme.

22.10 Promotion/Term Back Policies:

A student be promoted to the 2nd semester of the first year provided he/she has completed minimum attendance requirement and Filled up examination form and appeared in at least one of the Heads of the Final examinations (First Semester). (A theory or practical would be treated as separate heads).

If Student could not fulfill the above criteria then he/she will be treated as term back. He/she has to get re-admission with lower batch in 1st semester 1st year and has to pay half fees of the particular batch with whom he/she is going to be admitted.

A student will be promoted to the 1st semester of the 2nd year (3rd semester) provided he/she has obtained C-Grade or higher in at least 50% Heads (including minimum of 02 theory heads) of 1st semester of first year in regular examination and has completed minimum attendance requirement of 2nd semester of the 1st year and has filled up examination form and appeared in at least one of the heads of final examinations (Second Semester).(A theory or practical would be treated as separate heads).Benefit of the fraction will be given to the student.

If Student could not fulfill the above criteria then he/she will be treated as term back until he/she fulfill the above mentioned criteria. If any student wants to get the re-admission in 1st semester 1st year with lower batch then he/she has to pay full fees of the particular batch with whom he/she is going to be re-admitted.

If any student term back due to shortage of attendance of 2nd semester 1st year then he/she can get the re-admission in 2nd semester of 1st year with lower batch, he/she has to pay half fees of the particular batch.

A student will be promoted to the 2nd semester of the 2nd year (4th semester) provided he/she has completed minimum attendance requirement of the 3rd semester, filled up the examination form and appeared in at least one head of the final examination (Third Semester). (A theory or practical would be treated as separate heads).

If any student term back due to shortage of attendance of 1st semester 2nd year (3rd Semester) then he/she can get the re-admission in 1st semester of 2nd year with lower batch, he/she has to pay half fees of the particular batch.

A student will be promoted to the 1st semester of the 3rd year (5th semester) provided he/she has obtained C-Grade or higher in at least 50% Heads (including minimum of 05 theory heads) of 1st year (1st & 2nd Semester) prior to start of classes of 5th semester and has completed minimum attendance requirement of the 4th semester, and has filed up the examination form and appeared in at least one of the Heads of the final Examination (4th Semester). (A theory or practical would be treated as separate heads).Benefit of the fraction will be given to the student.

If Student could not fulfill the above criteria then he/she will be treated as term back until he/she fulfills the above mentioned criteria. If any student term back due to shortage of attendance of 2nd semester 2nd (4th Semester) year then he/she can get the admission in 2nd semester of 2nd year with lower batch, he/she has to pay half fees of the particular batch.

A student will be promoted to the 2nd semester of the 3rd year (6th semester) provided he/she has completed minimum attendance requirement, filled up the examination form and appeared in at leastone of the heads of the final examination (5th semester). (A theory or practical would be treated as separate heads).

If any student term back due to shortage of attendance of 1st semester 3rd year (5th Semester) then he/she can get the re-admission in 1st semester of 3rd year with lower batch, he/she has to pay half fees of the particular batch.

A student will be promoted to the 1st semester of the 4th year (7th semester) provided he/she has cleared all heads of first year, for 20 and onward batches, obtained C-Grade or higher in at least 50% Heads of second year (3rd & 4th Semester) (including minimum of 05 theory heads) prior to the start of the classes of 7th semester, and has completed minimum attendance requirement of the 6th Semester and has filled up the examination form and appeared in at least one of the Heads of the final Examination (6th Semester). (A theory or practical would be treated as separate heads). Benefit of the fraction will be given to the student.

If Student could not fulfill the above criteria then he/she will be treated as term back until he/she fulfill the above mentioned criteria. If any student term back due to shortage of attendance of 2nd semester 3rd year (6th Semester) then he/she can get the re-admission in 2nd semester of 3rd year with lower batch, he/she has to pay half fees of the particular batch. A student will be promoted to the 2nd semester of the 4th year (8th semester) provided he/she has completed minimum attendance requirement, filled up the examination form and appeared in at least one of the heads of the final examination (7th semester).
(A theory or practical would be treated as separate heads).

If any student term back due to shortage of attendance of 1st semester 4th year (7th Semester) then he/she can get the re-admission in 1st semester of 4th year with lower batch, he/she has to pay half fees of the particular batch.

22.11 Attendance Requirement:

A student should have at least 75% attendance to appear in the Final Semester Examination of that particular subject. In genuine cases, maximum 10% condo nation in attendance shall be the discretionary powers of the Vice Chancellor on the basis of an application to be scrutinized by Director/Chairman concerned and routed through respective Dean concerned / Pro-Vice Chancellor. The eligibility attendance of Theory/Practical for late admitted students of First Semester of First Year only shall be calculated from the date of admission.

22.12 Conduct of Sessional Work/Mid-Semester and Final Semester Examinations

10/5 marks of assignment for subjects carrying 100/50 marks shall be awarded by the teacher concerned after conducting 3/2 class tests (MCQ type) and 2/1 best of 3/2 class tests shall be counted toward award of 10/5 marks. The entire record of evaluated class tests shall be submitted by the concerned subject teacher to Examinations Department at the time of submission of final results.

At the end of each semester, the marks of attendance, sessional work, and lab work secured by the student in Theory and Practical of the concerned subject shall be announced by the concerned subject teacher by displaying sessional marks on the Notice Board.
Mid Semester Examination will be conducted by the Examination Department in collaboration with the College.

The mid-semester examination will be conducted only for theoretical subjects.
The time duration for mid semester examination will be 1 hour for 3 CHs course and each question paper will contain 3 questions with a choice to attempt any two, whereas , the time duration for 2 CHs course examination will be 45 minutes and the question paper will contain 3 questions with a choice to attempt any two.

22.13 REGULATIONS FOR CONDUCT OF EXAMINATIONS

***Regulations** regarding the **conduct of Examinations** of the Benazir Bhutto Shaheed University of Technology and Skill Development, under Section 32 (1) (d) of the Act,2016.

1. **Short Title:** These Regulations may be called the Benazir Bhutto Shaheed University of Technology and Skill Development (BBSUTSD) conduct of Examinations Regulations, 2017.

2. **Commencement:** These Regulations shall be deemed to have come into force with effect from the First of July 2017.

3. **Definitions:** In these Regulations, unless expressly stated otherwise:
i. "**University**" means the Benazir Bhutto Shaheed University of Technology and Skill Development.
ii. "**Syndicate**" means the Syndicate of the University.
iii. "**Vice-Chancellor**" means the Vice-Chancellor of the University.
iv. "**Dean**" means the Dean of the concerned Faculty of the University.
v. **"Controller of Examinations"** means the Controller of Examinations of the University.
vi. "**Chairman**" means the Chairman of a Teaching Department of the University.
vii. "**Director**" means the Director of Post Graduate Studies or Director of an Institute of the University.
viii. "**Teacher**" means any Lecturer, Assistant Professor, Associate Professor or Professor teaching a subject / paper.
ix. "**Discipline Committee**" means the Discipline Committee of the University/College constituted under the FirstStatutes appended to Benazir Bhutto Shaheed University of Technology and Skill Development Act2016 and/ or constituted separately for the constituent with the approval of the Vice-Chancellor.
x. **"Unfair means Control Committee"** means the Committee appointed by the Vice-Chancellor to scrutinizethe reported cases of unfair means/ malpractice of the University & Affiliated Colleges/ Institutes forrecommendation to the Discipline Committee/ Vice-Chancellor.
xi. **"Vigilance/ Inspection Committee"** means the Vigilance/ Inspection Committee which may be constituted by the Vice-Chancellor for monitoring overall conduct of Examination of the University.
xii. **"Head Invigilator"** means the concerned Dean, of the Faculty appointed by the Vice-Chancellor as Head Invigilator for overall monitoring of Regular Examination of Bachelor of Engineering Technology or another examination conducted by the University held in the University.
xiii. **"External/ Internal Head Invigilator"** means the Teacher of the University (at least Associate Professor)appointed by the Vice-Chancellor as External/ Internal Head Invigilator on the recommendation of the concerned Dean for supervising overall conduct of Regular/ Supplementary Examination of the University.
xiv. **"Factotum"** means the Director/ Chairman or his nominee not below the rank of Associate Professor of the concerned Department appointed by the Vice-Chancellor for conducting Regular/ Supplementary Examinations of the respective Institute/ Department.
xv. "**Invigilator**" means any Teacher appointed by the concerned Factotum for conduct of Regular/Supplementary Examination of the concerned Institute/Department. In case of the External
Invigilators from amongst the Teachers of the University may be appointed by the Vice-Chancellor on the recommendation of concerned Director/Chairman.

xvi. "**Tabulator**/**Checker**" means the teacher of the University possessing experience and good understanding of examination system appointed by the Vice-Chancellor on the recommendation of the Controller of Examinations for compilation and scrutiny of results of candidates of the University.

4. Last dates for receipt of application forms and dates for the conduct of Term/Semester Examination of the University are notified by the Controller of Examinations with the approval of the Vice-Chancellor as per Academic Calendar or as proposed by the Academic Heads concerned, as the case may be.

5. Question papers for Term/ Semester Examination shall be drawn by the teachers of concerned subjects as Internal Examiners. In case of more than one subject teacher of a particular subject, the senior teacher will internally moderate the same and pass on to the Controller of Examinations duly sealed for moderation by External Examiners appointed by the University Authority.

6. Head Invigilators/ Factotums for Term/ Semester Examination shall be appointed by the Vice-Chancellor and Invigilators by the concerned Factotum. The number of Invigilators shall be decided by the concerned Factotum/ Head Invigilator at the ratio of 10 candidates per Invigilator with a minimum of two including subject teacher. The fraction of 0.5 or above shall be considered as 01.

7. For each Centre of Examination, two Head Invigilators, one internal and one external shall be appointed. The External Invigilators may also be appointed with the approval of the Vice-Chancellor for shared invigilation at the concerned University.

8. The overall conduct of Examination may be monitored by the Vigilance / Inspection Committees to be appointed by the Vice-Chancellor.

(a) No Head Invigilator, Factotum or Invigilator shall be appointed at any examination at which any of the following relatives of his/her is appearing. Wife, husband, son, daughter, grand-son, grand-daughter, brother, sister, nephew, niece, grandniece/ nephew, uncle, aunt, first cousin, son/ daughter of first cousin, son-in-law, daughter-in-law, brother-in-law and sister-in-law.

(b) The Head Invigilators, Invigilators and Factotums shall, along with their acceptance, sign a declaration to the effect that no relative of theirs, as mentioned in (a) above, is appearing at that examination at which they have been appointed to work.

9. Instructions to Invigilators shall be given as per University policy.

10. The Term/Semester Examination of undergraduate / diploma courses of the University shall be held in the premises of the University **and that as decided by the Vice-Chancellor.**

11. Examination fees once paid shall not be refunded or held in reserve for a future examination, except in the following circumstances:

(1) When a candidate dies prior to the commencement of an examination.
(2) When an application form is rejected by the University.

12. The Vice-Chancellor shall have power to exclude any candidate from a University examination on being satisfied that he/she is suffering from an infectious or contagious disease. Whenever any candidate is thus excluded, the fee paid by him/her for admission to the examination shall be refunded to him/her.

13. No person other than the candidates, University Officers and/or University representatives, Head Invigilators, Factotums, Invigilators and other workers appointed for the Examinations work will be allowed to enter the premises of any Centre of an Examination. The Head Invigilators/ Factotums/Invigilators/Naib Qasids shall wear the specific badges during the conduct of Examinations.

14. No candidate shall be admitted to the Examination, who arrives at the place of Examination late by more than a half of an hour after time fixed for a paper.

15. Head Invigilators/ Factotums shall instruct the Invigilators that they should take particular care to collect from candidates all answer books provided to them, whether used or unused, cross the blank pages and enter on the face cover the number of supplements used. The Invigilators must acknowledge the receipt of Blank Answer Books after proper counting prior to start of Exam.

16. Head Invigilators/Factotums should see that Invigilators:

(a) Do not engage in a conversation with the candidates during the examination and do not read what the candidates write;
(b) Do not give any kind of explanation connected with any question set.
(c) Do not do any private or office work during the hours of supervision, nor on any account admit outsiders to the place of examination;
(d) Do not give copies of the question paper set to anyone who not a candidate is sitting for the examination.
(e) Do not use mobile phone during the examination duties.
(f) Must report the cases of candidates to Factotums/ Head Invigilators who are found indulged in unfair means/impersonation/ undisciplined acts etc. along with relevant materials/ evidence.

17. The Factotums/ Head Invigilators shall see that no candidate leaves his/her seat within the first half of an hour of the Examination.

18. The sealed envelopes containing question papers shall be opened by Head Invigilator/ Factotum concerned directly in the examination Hall not more than 15 minutes before the time fixed for each paper.The concerned Factotum/ Head Invigilator shall ensure that seals are intact prior to opening of envelopes and shall also certify accordingly.

19. Question papers for various blocks should be distributed among the various invigilators not more than 5 minutes before the time fixed for each paper.

20. The concerned Invigilators shall report the cases in writing to Factotums/ Head Invigilators fully documented of any such candidate who is found indulged in copying/ impersonation/misbehavior/undisciplined acts etc. The Invigilators/Factotums/Head Invigilators shall not cancel any answer of Question(s) fully or partially on any reason whatsoever.

21. The Factotums/ Head Invigilators shall expel any candidate found copying or for any other offence considered serious by them and report cases of expulsion and/or of offences to the Controller of Examinations for further necessary action.

22. When a candidate is expelled from an examination, the Factotum/ Head Invigilator should obtain from him/her, before he/she leaves the Examination hall, an explanation, if he/she has any to make, and attach it to his/her report.

23. The Head Invigilator (External/ Internal) of the affiliated college/ Factotum of the University should countersign all reports made by the Invigilators at the end of the Examination in each paper.

24. At the conclusion of each paper, the answer books tied with supplement(s), if any, should be carefully counted and packed along with pertinent Question Paper(s) and Invigilators Report(s) in the presence of the Factotums/ Head Invigilators.

25. The Factotums/ Head Invigilators will be responsible for safe delivery of all answer books in the Examinations Department along with any reported case(s).

26. Within a week of the conclusion of the whole Examination, the Factotum(s)/ Head Invigilator(s) shall forward to the Controller of Examinations statement showing the respective vouchers, Remuneration bills of Invigilators /Factotums/ Head Invigilators and a report on the conduct of the examination.

27. On receipt of a report regarding the misconduct of any candidate at any Examination, including breach of any of the Regulations or instructions laid down for the proper conduct of Examination, the
Syndicate/ Vice-Chancellor shall have power to impose penalty on account of such misconduct or breach of Regulations/ Instructions on merit of the case as per recommendation of the unfair means Control Committee/ Discipline Committee.

28. On recommendation of the Controller of Examinations, the Vice-Chancellor shall approve the names of Tabulators and Checkers for compilation & scrutiny of results of Regular/ Supplementary Examinations of the University. The remuneration shall be paid to concerned officials as may be fixed by the competent authority subject to completion of assigned task in all respects to be certified by the Controller of Examinations.

29. As soon as a result is announced, the Controller of Examinations of the University shall send copies of Result Gazettes to all concerned Deans, Directors/ Chairmen of the University, for display/ office record. The declared results shall be subject to rectification at any stage on the basis of original record if any error/ omission is found to have occurred inadvertently and as such this shall be reflected in the Marks/Grade/ Pass Certificate in the form of Note.

The following certificates may be issued to the students by the Controller of Examinations/ authorized Deputy Controller or Assistant Controller of Examinations on receipt of prescribed fees.

(i) Pass Certificate for each Degree Course
(ii) Marks/ Grade Certificate for each Term/ Semester.
(iii) Transcript.
(iv) Over-all Cumulative G.P.A. Certificate for all years of the course.
(v) Appearance Certificate.
(vi) POSITION / Merit Certificate.
(vii) Award Certificate.

23. AFFIDAVIT (To be submitted at the time of Admission)

The following affidavit is to be furnished by the candidates for admission on judicial stamp paper of Rs.100/- at the time of admission:

I, _____S/o_____

R/o, _____

Do hereby state on solemn affirmation that I shall:

a) Abide by all the rules/regulations regarding admission, conduct of Academic Program, Discipline, behavior etc. in force in college at present or to be approved and implemented in future.
b) Confine my activities to the academic pursuits during my studies in the college and would not indulge in any political, un-social activities directly or indirectly and shall be liable to be expelled from the college, in case I am found involved in any such activities.
c) Never use violence or threat or pressure or any dispute with others.
d) Not hold a gathering or meeting or take out processions in any part of the college campus other than the areas specified for the purpose.
e) Not indulge in any kind of unfair or unlawful means / malpractice in examination and coercion by any means.
f) Not bring into campus, consume or encourage, consumption of alcoholic products, drugs and narcotics not indulge in acts of moral turpitude.
g) Not bring or keep any type of weapons within the college premises.
h) Not damage any college property, including building, equipment, vehicles etc. in any manner.
i) In case of violation of any of the undertaking as herein above given by me I shall not only be liable for disciplinary action as per college rules but shall also be liable for criminal prosecution under law of land.

Place: _____

Date: _____

Signature of the Applicant / Candidate
CNIC NO:
(Attach photocopy)

Signature of Gazetted Officer
CNIC NO:
(Attach photocopy)

Signature of the Applicant's Father
CNIC NO
(Attach photocopy)