

Admissions

Rules and Regulations for Undergraduate and Postgraduate Programs

General Rules for all the Undergraduate and Postgraduate Programs

1 Admission to the above courses against merit seats will be made in accordance with the policy of open merit:

2) Every candidate and his/her parents/guardian shall at the time of admission give an affidavit/undertaking, that he/she shall not indulge in politics, failing which he/she shall not be allowed admission. In the event of violation of such an undertaking after admission, he/she shall be expelled from the Institution without notice. The finding with regard to "indulgence in politics" given by the Head of the Institution under his seal and signature shall be final and shall not be questioned except only before the Supreme Court of Pakistan. (Added under decision of Supreme Court of Pakistan dated 01-07-1992 on a Human Rights cases Nos. 175, 218/1992).

3) For Undergraduate Programs

a) A candidate who has been on the rolls of a college or a University Teaching Department at Undergraduate level for more than 6 months shall not be eligible for admission in any undergraduate or equivalent program.

b) A candidate who has already obtained a Undergraduate Degree shall not be admitted to any Undergraduate class except wherever otherwise provided.

c) A candidate must not have attained the age given below on the last date fixed for receipt of applications for admission to

undergraduate various disciplines:-

- i. B.Sc. Engineering **24 years**
BBA(Hons.)/BS(CS),
BS(IT), BS(TS)
B.A. Fine Arts & Designing,
Architecture
B.Sc.(Hons) Agriculture,
DVM, Pharm-D,
BS 4-year, BS (Commerce),
BS (Accounting & Finance),
- ii. B.Sc. Engineering/
Pharm-D **26 years**
(B.Sc. degree holders)
- iii. B.Sc. Engineering **40 years**
(Holders of three years
Diploma of Associate
Engineer)

4) For Postgraduate Programs

a) A candidate who has been on the rolls of a college or a University Teaching Department at Master's level and/or Law College (for LLB. 3 Year) for more than 6 months shall not be eligible for admission in any Master's or equivalent program.

b) A candidate who has already obtained a Master's or Law Degree shall not be admitted to any Master's or LL.B class except wherever otherwise provided.

c) A candidate must not have attained the age given below on the last date fixed for receipt of applications for admission to various disciplines:-

- i) M.A./M.Sc./MCS/MIT/ **26 years**
M.Sc.(TS)/MBA/
MBA(Banking)/M.Com./
M.Sc.(Accounting & Finance)/
LL.B (3 Year)
* M.A. Philosophy/ **26 years**
- ii) MBA (Executive) **50 years**
for regular employee
- iii) MBA (Banking) for **40 years**
Bank Employees

5) Age relaxation shall not be allowed in any case.

6) Candidates who are in the service of Government/ Semi Government or Autonomous Organizations at the time of admission or seek/get employment after securing admission in a University Teaching Department/Institute/Constituent College shall submit written permission from their employer for joining the University as a student.

7) The schedule of fees/dues payable by the candidates selected for admission shall be as prescribed.

8) The University Authorities shall have the discretion to refuse admission in any case without assigning any reason.

9) All admissions secured by providing wrong information or concealment of relevant information or the admissions made in contravention of these Regulations shall be void/liable to be cancelled.

10) Medical certificate shall be submitted by selected candidates at the time of payment of dues. Only those medical certificates shall be accepted which have been issued by the University Medical Officers. A token fee of Rs. 40/- will be charged alongwith other dues.

11) The selected candidates shall present, at the time of admission, the following documents in original and two attested photocopies of these certificates to the concerned department for examination and record:

- a Academic Certificates
- b Hifz-e-Quran Certificate (if applicable)
- c Medical Certificate

12) Lists of selected candidates will be displayed only on the Notice Board of each Teaching Department/Institute/Constituent College and the University Website. No candidate will be informed individually about his/her selection for admission/withdrawal or cancellation of admission in a Department/Institute/Constituent College.

13) Appeal

There shall be an Appellate Admission Committee of the University for hearing the appeals of the aggrieved persons regarding admission in any discipline.

14) Hostel Admission

- i. Admission in the University Hostels will be made annually on the basis of the result/performance of the candidate. However, foreign students are exempted from this procedure.
- ii. Candidates requiring hostel accommodation will have to apply at the time of submission of application for admission.
- iii. Hostel admissions will also be completed before the class work starts.
- iv. Students studying in the BS programs can be offered Hostel Admission as per criteria laid down by the University.

Semester Rules and Regulations (Undergraduate & Postgraduate Programs)

Copy of the University Semester Rules/Regulations for the undergraduate and graduate programs can be obtained from the office of the Registrar on payment.

Students Discipline

1. Directorate of Students Affairs

This Directorate, headed by a senior teacher as Director, deals with all the matters relating to students' affairs, including discipline.

A. Discipline

1) No Student shall:

- i. Utter, do, or propagate, anything repugnant to Islam within and outside the precincts of the University/College;
- ii. Say or do anything which might adversely affect the honor and prestige of Pakistan, the University teachers and his/her educational institution;
- iii. Smoke in the classroom, laboratory, workshop, library, examination hall and University buses etc;
- iv. Form, or associate with an organization/society/club, or any other body promoting caste distinctions and inciting parochial/linguistic/regional feelings;
- v. Organize, or hold any function in the University except in accordance with the prescribed rules/regulations;
- vi. Collect money or receive donations or pecuniary assistance for or on behalf of the University or any University organization except with the written permission of the

Syndicate;

- vii. Stage, incite, or participate in a walkout, strike or any other form of agitation which might create or is likely to create law and order problem for the University and affect or is likely to affect its smooth functioning;
- viii. Indulge in immoral activities, use indecent language, wear immodest dress, make indecent remarks, jokes or gesmake indecent remarks, jokes or gestures or behave in an improper manner;
- ix. Cause disturbance to others;
- x. Disturb peace and tranquility of the Institution;
- xi. Keep or carry weapons, narcotics, immoral or subversive literature; and
- xii. Use insalutary or abusive language or resort to violence against a fellow student or employee of the University.

2) Disciplinary action by the Principal of a Constituent/Affiliated College/Chairperson of the University Teaching Department/Director of an Institute/Center and the Discipline Committee against the student(s) may be taken in one or more of the following forms depending upon the severity of the offence:

- i. A student may be fined.
- ii. A student may be placed on probation for a fixed period.

If during the period of probation he/she fails to improve his/her conduct, he/she may be rusticated or expelled.

- iii. A student may be suspended from the rolls of a College/Institute/ Center/ Department for a period not exceeding two weeks at a time, excluding the suspension if any, not exceeding 10 days, at one time ordered by the Principal of the College/ Director of the Institute/Center/ Chairperson of the Department/the Discipline Committee (constituted under Statute-11 of the First

Statutes) pending inquiry into the misconduct of the student(s).

- iv. A Student may be rusticated/ expelled, or asked to withdraw from the College / Institute / Center / Department in the manner hereinafter mentioned.

B. Regulations Relating to Rustication, Expulsion and Withdrawal

1. Rustication, whenever imposed on a College/University student, shall always mean the loss of one academic year in so far as his/her Examination are concerned. The period of absence from the College/ University Teaching Department/Institute/ Center will, however, depend upon the time of the year when the penalty is imposed. The student under rustication may at the discretion of the Principal of the College/ Chairperson of the Department / Director of the Institute/Center be permitted to rejoin the class in the same College/Department/ Institute/Center in the beginning of the next academic year.

A rusticated student once re-admitted and again found creating disturbance/ indiscipline, etc. will be expelled from the University.

2) A Student expelled from a College/ University Teaching Department/Institute/ Center shall not be re-admitted into the same College / Department/Institute/Center or into another College/Department/Institute/ Center without the approval of the Syndicate. Re-admission shall in no case be granted before the expiry of one academic year from the date of expulsion.

C. College / Departmental Council

Each College/Institute/Center/Department shall constitute a Council to consider and decide the cases of expulsion, rustication and withdrawal of student(s). The council shall consist of the Principal / Director / Chairman

of the College/Institute/Center/ Department and two members of the teaching staff to be nominated by the Principal / Director/ Chairman of whom one shall be the student's advisor. The Principal/Director/Chairman of the College/Institute/Center/Department shall be Chairman of the Council who may pass such orders as he may deem fit. Other members shall act in an advisory capacity. The Principal/Director/Chairman shall communicate to the Registrar the name of the members of the council in the beginning of every academic year.

D. Reporting of the Case

Cases of rustication and expulsion shall be reported to the University by the Principals/ Chairperson/Directors of the Department concerned for registration and notification. If a case of rustication/expulsion is revised by the Principal/Chairperson/Director of the College/Department/Institute/Center concerned, it shall be reported to the University with reasons for revising the order and brought to the notice of the Syndicate by placing the case on the Agenda.

E. Welfare

Each Affiliated / Constituent college and University Teaching Department/Institute/ Center shall set up a Welfare Committee in order to be in touch with the students, to deal with their problems and look after their welfare in general. The Committee shall consist of the Principal/Director/Chairperson of the College/Department/Institute/Center and two members of the teaching staff to be nominated by the Principal / Director/ Chairperson concerned of whom one shall be the student's advisor.

F. Code of Honor

The following Code of Honor enunciating the basic principles of conduct expected of a student should be propagated through the Principals of the Affiliated College/ Constituent Colleges and the Chairman/ Director of the University Teaching Departments/Institute/Center:

- 1) All Students must have faith in and respect for the ideology of Pakistan.
- 2) All Students must in matters of religion respect the convictions of others.
- 3) Every student is expected to:
 - i. Be Loyal to Pakistan;
 - ii. Obey the Law of the land as well as the Rules & Regulations of the University/ College;
 - iii. Maintain law and order as well as the dignity and prestige of the University/ College;
 - iv. Protect the property of the University/ College;
 - v. Show due respect to elders, teachers and outside visitors;
 - vi. Work hard and co-operate in completing the courses of study within the prescribed period.

G. Discipline Committee

The Discipline Committee constituted under Statute-11 of the first Statutes appended as schedule to the BZU Act, 1975, shall investigate, deal with, hear and punish the following classes of cases of misconduct and indiscipline among the students on the rolls of the University teaching Department / Institute / Center / Constituent College in accordance with the aforementioned Regulations:

- i. Case(s) where the students of more than one department are involved and the case(s) cannot be conveniently dealt with at the level of the Department/ Institute/Center/ Constituent College.
- ii. Such other cases as may be referred to the committee by the Vice-Chancellor.

H. Appeal

- i. The student(s) who has/have been rusticated/expelled may prefer an appeal with the Chairman Syndicate within 15 days of the date of notification.
- ii. If a case of rustication/expulsion/ withdrawal is revised by the Chairman of the Syndicate on the basis of an appeal, it shall be brought to the notice of the Syndicate alongwith reasons for revising the original order.

I. Indulgence in Politics

Every candidate and his/her parents/guardian shall at the time of admission give an undertaking that he/she shall not indulge in politics, failing which, he/she shall not be allowed admission. And if, after the admission, he/she violates such an undertaking i.e. indulges in politics, he/she shall be expelled from the institution without further notice. The finding with regard to "indulgence in politics" given by the Head of the Institution under his seal and signatures shall be final and shall not be questioned except only before the Supreme Court of Pakistan.