

Islamabad Model College for Girls (PG) G-10/4, Islamabad



**Prospectus
2024-2025**



**Aspire,
Believe and
Achieve**

Get In Touch

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In the name of Allah, The Most Merciful, The Most Beneficent

Prospectus

2024-2025



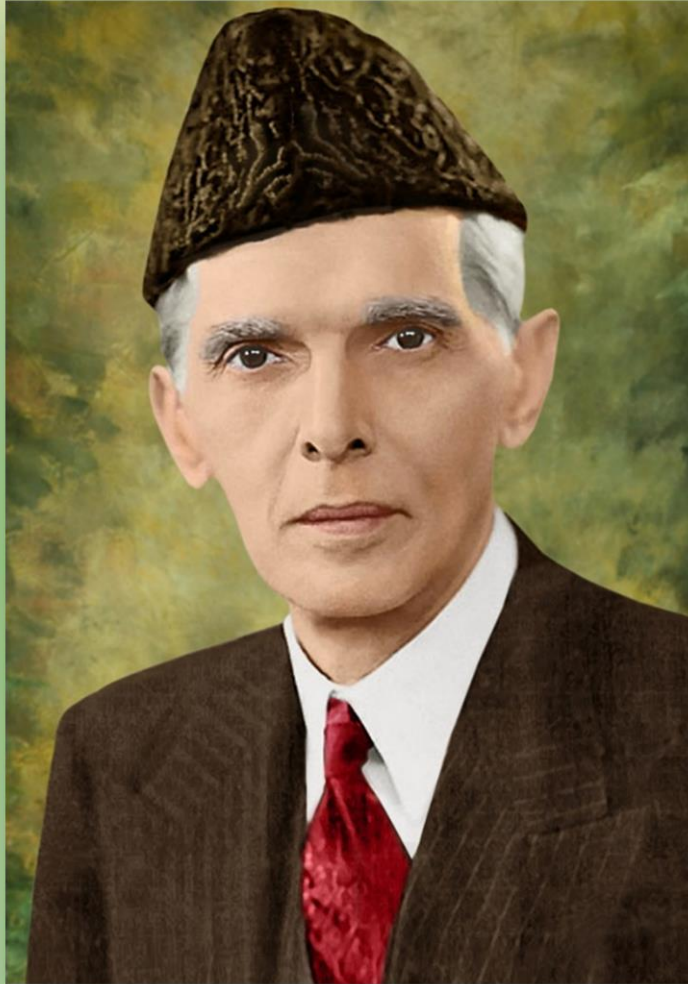
ISLAMABAD MODEL COLLEGE FOR GIRLS (PG) G-10/4, ISLAMABAD.

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Quaid's Message



“My young friends, I look forward to you as the real makers of Pakistan, do not be exploited and do not be misled.....Develop a sound sense of discipline, character initiative, and a solid academic background. You must devote yourself whole - heartedly to your studies, for that is your first obligation to you yourself, your parents and to the state. You must learn to obey for only then you can learn to command”.

Islamiyah College Peshawar
12th April 1948

Vision

To nurture a spirit of intellectual liberty, creative inquiry and selfless service in our students so as to carve them into responsible citizens of Pakistan.

College Mission Statement

The college envisions education as social commitment thus strives to develop latent self-realization and self-enrichment, intellectual and moral potential of its students. Our mission is to effectuate academic merit by devising well-aimed programmes designed to equip the graduates to battle multifarious challenges of the rapidly pacing modern world in a competent and intrepid manner.

Principal's Message



Dear Students,

This esteemed institution offers you an incredible opportunity for an exceptional educational experience, designed to channelize your potential in the pursuit of academic excellence. Beyond academics, our aim is to cultivate your emotional and social skills, shaping you into well-rounded citizens and critical thinkers. Be assured that the college remains steadfast in its commitment to providing equitable scholastic and co-scholastic opportunities, allowing you to blossom into empathetic, tolerant, and disciplined individuals.

Our dedicated faculty continuously seeks new avenues to foster intellectual curiosity, creativity and problem-solving skills essential for traversing through our complex and rapidly evolving world. Equipped with the latest technology, our institution is launching innovative programs to make learning both meaningful and rewarding.

Dear students, your academic pursuits should aim high, contributing constructively to the well-being of our nation. I wish you the utmost success in your journey towards enlightenment and pledge to nurture you into competent, responsible, and well-groomed individuals.

Best wishes for your future endeavors!

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COLLEGE PROFILE

IMCG (PG) G-10/4 traces its origin to September 1990 when it was established to cater the growing educational needs of the federal capital. On the completion of an academic and administration blocks in 1992, it was shifted to its own building. The college progressed gradually with the sublime vision of imparting quality education and providing a healthy learning milieu encompassing all the significant facets of human life.

The college was upgraded in 2003 to post graduate level with the initiation of MSc Mathematics classes. Later in 2007 four year BS Computer Science program was introduced affiliated with the Punjab University. Currently college is offering four years BS programs in Mathematics, Computer science and Zoology. The College offers proper environment, for academic and co-curricular programs with its experienced faculty, well equipped library, auditorium and sports facilities. It endeavours to become an avatar of learning with its tradition of discipline, self-reliance and co-operation, a deep faith in hard work and doing what is best for its students.

The college is affiliated with Federal Board of Intermediate and Secondary Education Islamabad at HSSC level and with Quaid e Azam University Islamabad for the Degree Classes.

Burgeoning in both academic and co- curricular activities, our college is rapidly evolving among the leading alma maters of the federal capital.

EXISTING PHYSICAL FACILITIES

- A fully furnished and well organized library.
- State of the art computer labs.
- High impact NAVTTC Lab for IT training.
- Well -equipped science laboratories to enliven the spirit of enquiry.
- Adequate facilities for participating in sports activities.
- A mosque for spiritual purgation.
- A canteen for enjoying delicious snacks.
- An infirmary which provides assistance during minor ailments.
- Efficacious transport facility as the college owns seven buses.
- Two filtration plants which provide clean drinking water.
- BS classrooms equipped with multimedia.
- Public address system for better communication.
- Security cameras for effective monitoring of the college premises.
- Gymnasium with latest fitness facilities.
- An Art & Culture room for creative nourishment of the young minds.
- A Mind Games room and a Podcast room.

FACULTY

PRINCIPAL

Professor

Prof. Sadia Ibrar
M.Sc Psychology
University of the Punjab

VICE PRINCIPAL

Associate Professor

Ms. Birjees Anwar
M.A (University of Punjab)
M.A TEFL, B.Ed (AIOU)
ICELT (Cambridge UK)

APPLIED PSYCHOLOGY

Assistant Professor

- 1. Ms. Romana Iqbal**
MPhil Psychology (NUML)
M.Sc Clinical Psychology (University of Peshawer)
- 2. Ms. Uzma Nazir**
M.S Edu. Psychology (IIUI)
M.Sc (QAU), M.Ed (AIOU)

Lecturer

- 3. Vacant**

BIOLOGICAL SCIENCES

Associate Professor

- 1. Ms. Samera Mufaz**
M.Sc Zoology (PU)
M.A EPMA (AIOU)

Assistant Professor

- 2. Ms. Sadia Iftikhar**
M.Sc, B.Ed (University of Peshawer), M.Ed
- 3. Ms. Aisha Aqeel Rana (Ex Pakistan Leave)**
M.Sc Zoology (PU)

Lecturer

- 4. Ms. Sadia Hamid**
M.Phil (QAU)
- 5. Ms. Behjat-ul-Mudassir**
M.Phil Human Genetics (QAU)
M.Sc Zoology (QAU)
- 6. Ms. Hadia Mobeen**
M.Phil, M.Sc Zoology (QAU)
- 7. Ms. Uzma Zulifqar**
M.Phil, M.Sc (QAU)
- 8. Ms. Chaman Bibi**
M.Phil Zoology (ICU Peshawar)
M.Ed (AIOU)
- 9. Ms. Rimsha Sultana**
M.Sc Zoology (QAU)
B.Ed (AIOU)

CHEMISTRY

Associate Professor

- 1. Ms. Shaista Jabeen**
M.Phil, M.Sc (QAU)

- 2. Ms. Tasnim Akhtar**
M. Phil, M.Sc (QAU)

Assistant Professor

- 3. Ms. Farzana Shujaat**
MSc Chemistry (QAU)
B.Ed
- 4. Dr. Maimoona Khatoon**
PhD Chemistry (QAU)

COMPUTER SCIENCE

Assistant Professor

- 1. Ms. Saba Mudassar**
M.S (CS) AAU Rawalpindi
B.Ed (AIOU)
- 2. Ms. Nazmeen Siddiqui**
M.Sc (University of Sindh)
- 3. Ms. Sumera Quratul Ain**
MS(CS) AAU Rawalpindi
M.A (EPM) AIOU

Lecturer

- 4. Ms. Iffat Syed**
MS (Hyderabad University)
(On Deputation to Sindh)

6. Ms. Anjum Ara

M.Phil, M.Sc (QAU)

7. Ms. Syeda Hira Fatima

MS Computer Science (IIUI)

B.Ed (AIOU)

8. Ms. Mehwish Saqlain

MS Software Engineering (NUST)

B.Ed (AIOU)

9. Dr. Javid Ullah

Ph.D Computer Science (FAST-NU)

MS Computer Science (FAST-NU)

AI, Machine Learning, Computer Vision

M.Sc Computer Science (Peshawar)

M.Sc Economics (Malakand University)

M.Ed (AIOU)

ECONOMICS

Associate Professor

1. Ms. Tasneem Fatima

M.Sc (University of the Punjab)

B.Ed (AIOU)

5. Ms. Tabassum Bibi

BS Software Engineering

(University of Sindh)

2. Ms. Tahira Nuzhat

M.Sc (QAU)

EDUCATION

Lecturer

1. Ms. Humaira Safdar

M.A (University of Karachi)

2. Dr. Nighat Firdous

Ph.D Education (NUML)

M.A Education & History

L.L.B

ENGLISH

Assistant Professor

1. Ms. Saba Farid

M.S (IIUI)

M.A, B.Ed (University of Peshawar)

PGD TEFL (AIOU)

ICELT (Cambridge UK)

2. Ms. Zainab Khatoon

M.A English (FJWU)

PGD TEFL (AIOU)

B.Ed (AIOU), L.L.B (IIUI)

3. Ms. Mariam Rashid

M.A (QAU)

B.Ed (University of the Punjab)

4. Ms. Safia Gulzar

M.A English (NUML)

M.Ed (AIOU)

Lecturer

5. Ms. Saima Umer Malik

M.A English (University of the Punjab)

M.Ed (AIOU)

6. Ms. Ayesha Akram

M.A English (NUML)

B.Ed (University of the Punjab)

7. Ms. Zara Mansoor

M.Phil English (Air University Islamabad)

M.A (NUML)

8. Ms. Javeria Zia

MS English (Comsats)

GEOGRAPHY

Lecturer

1. Ms. Sehrish Habib

M.Sc (University of the Punjab)

B.Ed (AIOU)

HEALTH & PHYSICAL EDUCATION

Lecturer

1. Vacant

HISTORY

Associate Professor

1. Ms. Kausar Parveen

M.Sc (QAU)

Lecturer

2. Vacant

HOME ECONOMICS

Assistant Professor

1. Vacant

Lecturer

2. Vacant

ISLAMIC STUDIES & ARABIC

Assistant Professor

1. Ms. Asma Usmani

M.A(University of the Punjab)

Lecturer

2. Ms. Hafsa Ghauri

M.A Arabic & Islamic Studies (PU), B.Ed

3. Ms. Rabia Mughal
M.A , Shadatul aalmiah
(Wifaqul Madarisul Arabia Multan)

4. Ms. Farah Mushtaq
M.A Arabic (PU)

MATHEMATICS

Assistant Professor

- 1. Ms. Fida Bibi**
M.S Mathematics (Air University)
M.A (University of Karachi)
- 2. Ms. Farah Gul**
M.Phil, M.Sc (QAU)
M.Ed (AIOU)
- 3. Ms. Sumaira Rani**
MS CIIT (Islamabad)
M.Sc Mathematics (University of Peshawar)
B.Ed (AIOU)
- 4. Ms. Shazia Iram**
MS Mathematics (Air University)
M.Sc Mathematics (PU)

5. Dr. Tanzeela Safdar (Ex Pakistan Leave)
Ph.D (Comsats)
M.Phil (QAU), M.Ed (AIOU)

6. Ms. Shazia Ashraf
MS Mathematics (Air University)
M.Sc (AJK), M.Ed (AIOU)

Lecturer

- 6. Ms. Sadaf Moin**
M.Phil, M.Sc (QAU)
- 7. Ms. Sabeel e Hafi**
M.S (NUST)
M.Sc (PU), B.Ed (AIOU)
- 8. Ms. Sameen Noor**
M.Sc (University of Punjab)
B.Ed (AIOU)
- 9. Ms. Tahira Shakir**
M.Phil Mathematics (QAU)
- 10. Ms. Karima Shahzad**
MPhil Mathematics
B.Ed (AIOU)

PAKISTAN STUDIES

Assistant Professor

1. **Ms. Zeenat Firdous**
M.Sc (QAU)

PERSIAN

Associate Professor

1. **Ms. Tasnim Akthar Mir**
M.Phil French (NUML)
M.A (QAU), M.Ed (AIOU)

Lecturer

2. **Dr. Sadia Rashid**
Ph.D Persian (NUML)
M.A Persian (PU), B.Ed

POLITICAL SCIENCE

Associate Professor

1. Vacant

Lecturer

2. Vacant

PHYSICS

Assistant Professor

1. **Ms. Hoor e Irum**
M.Phil, M.Sc (QAU)

Lecturer

2. **Ms. Rabia Azhar**
M.Sc (QAU), B.Ed (AIOU)
3. **Ms. Quratul Ain Jaffer**
M. Phil, M.Sc(QAU)
B.Ed (AIOU)
4. Vacant
5. Vacant

SOCIOLOGY

Associate Professor

1. **Ms. Robina Kauser**
M.A (University of Punjab)
B.Ed (AIOU)

Lecturer

2. Vacant

STATISTICS

Associate Professor

1. **Ms. Sobia Naveed**
M.Sc Statistics (UAA Rawalpindi)

Assistant Professor

2. **Ms. Shahnaz Shafqat**
M.Sc Statistics (UAA Rawalpindi)

Lecturer

3. **Ms. Nousheen Zahoor**
M. Phil Statistics (AIOU)
M.Sc (QAU), B.Ed(PU)
4. **Ms. Deeba Mobeen**
M.Sc Statistics (Arid University)
B.Ed
5. **Ms. Sumaiya Rehman**
M.Sc Statistics (QAU)
B.Ed (AIOU)

URDU

Associate Professor

1. **Ms. Naseem Akhtar**
MPhil (AIOU)
M.A &B.Ed (University of Peshawer)

Assistant Professor

1. **Ms. Bushra Kausar**
M.A, B.Ed (University of the Punjab)
2. **Ms. Asma Nizam**
M.A (University of Karachi)

Lecturer

1. Vacant
2. Vacant

LIBRARY

Librarian

1. Vacant

Library Assistant

2. **Saima Kabir**

OFFICE STAFF

Accountant

1. Mr. Zaheer ud Din

Assistant Private Secretary

1. Mr. Nazeer Ahmed Somroo

Admin officer

1. Mr. Shafqat Javed

Assistant

1. Mr. Rana Abdul Raheem

U.D.C

1. Mr. Mushtaq Ahmad

L.D.C

1. Mr. Raja Amjad Hussain
2. Ms. Kiran Mushtaq
3. Mr. Muhammad Qadeer
4. Ms. Dilshad Majeed
5. Ms. Mehwish Yaseen

Computer Laboratory In charge

1. Ms. Amna Rasool
2. Ms. Syeda Ayesha Naveed

Laboratory Assistant

1. Ms. Tasleem Akthar
2. Ms. Basharat Bibi
3. Ms. Hina Rasheed
4. Ms. Rehana Yasmin
5. Ms. Bakhtmina Jaleel
6. Ms. Nazia Sultana
7. Ms. Bushra Umer
8. Ms. Bushra Yasmeen
9. Ms. Sadia Shamim

PHYSICAL FACILITIES

COLLEGE LIBRARY

The college offers a rich reservoir of knowledge on widely ranged topics through its well-stocked library having books on different subjects, newspapers, magazines, journals, reference books, periodicals both national and international.

SCIENCE LABORATORIES

The college has well equipped science labs catering to the needs of BS students. Science lab equipment allow students to interact directly with the data gathered allowing their learning experience to be a more fulfilling one.

COMPUTER LABORATORIES

The college boasts of four state of the art IT computer labs, which have Core I-3, I-5 &I-7 computers along with laser printer, scanners, digital cameras, networking and multi -media equipment that aids in enhancing the scientific and technological research and invention capacity of students.

HIGH IMPACT NAVTTC LABORATORY

A recent addition to our college is a high impact NAVTTC Lab equipped with state of the art technology, latest PCs, high speed internet and AI software. The lab will serve as a dynamic hub delivering high impact IT training to students gearing them up for successful careers in the field of information technology.

ZOOLOGY MUSEUM

A Zoological museum contains the scientific essentials which facilitate the BS students in their advance courses. It has various specimens, stuffed animals and scientific skeletal models.

MEDICAL DISPENSARY

In order to ensure the health and wellbeing of the students and staff, the college has an infirmary to provide relief in day to day minor ailments. Any student suffering from prolonged illness should fill up the proforma at the time of admission elucidating the nature of illness. Medicines are not provided to the students.

TRANSPORT

The college has a fleet of 7 buses and 2 vans for providing the students with daily transportation facility. The students residing in Islamabad and desirous of availing the bus facility may apply for the same, which will be granted on the basis of merit /distance and availability of seats. Students have to specify their appropriate routes in the admission forms.

GYMNASIUM

The college has a top-notch gymnasium fitted with the latest equipment to help the students relieve stress and attain physical fitness. It is equipped with exercise cycles, treadmill, Ab King Pro and other fitness machines.

ART & CULTURE ROOM

The college has a vibrant art room to flourish the creativity of our students. Adorned with cultural artworks showcasing a blend of traditional techniques with innovative practices, it fosters an environment of boundless imaginative expression. It enables students to discover their own artistic voices contributing to the rich tapestry of our college's cultural landscape.

MIND GAMES ROOM

The college also has mind games room for stimulation of students' cognitive skills through mental challenges. Equipped with puzzles and strategy games, it offers students an engaging way to enhance their problem solving skills and creativity.

PODCAST ROOM

This facility enables the creation of professional audio content for educational purposes, students' career counselling, creative endeavors and student – led initiatives.

CO CURRICULAR ACTIVITIES

GAMES AND SPORTS

The college offers adequate facilities and dexterous coaching in the arenas of sports and athletics. The college teams are very talented and have won many laurels for the college by participating in various tournaments of Lawn Tennis, Badminton, Cricket, Volley Ball, and Table Tennis organized by the Federal Board, QAU and the FDE. Our college has held the unprecedented title “The Best College in Sports” for several consecutive years exhibiting the matchless athletic feats of our budding talent and the vivacious endeavors of faculty.

SCIENCE CLUB

Science club provides sound platform for conducting exclusive research projects mainly focusing on environment and energy issues. Participation of students in national and international science fairs is primarily ensured.

SENIOR GIRLS GUIDE PROGRAMME

The college in collaboration with Girls Guide Association organizes senior girls guide training programme, to promote the humane spirit of altruistic devotion and benevolence.

COLLEGE MAGAZINE AND NEWSLETTER

The college magazine “NAQSH” is an expression of the student’s creative potential. The college encourages its students to think and compile their creative efforts independently under the guidance of their respected teachers. A Newsletter is also published highlighting all the academic and co-curricular activities and accomplishments of the college.

MULTIFARIOUS ASSOCIATIONS

ACADEMIC COUNCIL

The academic council is constituted in accordance with rules laid by the Quaid-e-Azam University. It is a supreme body in all matters regarding academics and maintenance of discipline in the college. It comprises of the Principal and the heads of various departments.

COLLEGE COUNCIL

College council operates under the guidance of principal and is managed by senior faculty members. It arranges inter class and inter collegiate functions. Ample opportunities are provided to students to exhibit their latent talents in diverse co-curricular activities.

PROCTORIAL BOARD

The proctorial board comprising of the teaching staff is constituted for ensuring discipline, punctuality, order and implementation of rules and regulations in the college.

COLLEGE MANAGEMENT COMMITTEE

CMC, comprising of Parents and Teachers, works in collaboration to facilitate students and assist in the elevation of educational environment besides promoting a learning conducive atmosphere.

ADMISSION POLICY FOR THE YEAR 2024- 2025

CLASS XI

Admission policy will be applicable to all Federal Colleges / Federal Government Higher Secondary Schools and Islamabad Model Colleges Female functioning under the administrative jurisdiction of Federal Directorate of Education.

1. BASIC ELIGIBILITY

Students in the following categories will be eligible for admission against all seats except seats reserved for FATA/FANA (Domicile holders)

- a) Federal Government employees residing in Islamabad/ Rawalpindi.
- b) Residents of Islamabad Capital Territory.
- c) Diplomats stationed at Islamabad.

2. SEATS FOR VARIOUS CATEGORIES FOR CLASS XI

1.	Open Merit	92%
2.	FATA/GB	03%
3.	Disabled Quota	02%
4.	Sports	03%
5.	Real Daughters of Teachers/Employees	01%
6.	Transfer cases (not allowed within ICT)	02%

Minimum marks for each discipline for class XI:

i.	Pre- Engineering:	65%
ii.	Pre- Medical:	65%
iii.	General Science:	60%
iv.	Humanities:	45%

3. GENERAL INSTRUCTIONS

The general instructions will be strictly followed while conducting the admission process:

FATA/FANA

A candidate domiciled in FATA / FANA will not contest a seat reserved against the allocated quota if she has qualified SSC / HSSC from any institution outside the territorial jurisdiction of FATA / FANA. However, after admission process has been completed, in case there is any vacant seat under this category, admission may be granted to applicants with FATA / FANA domicile.

POSITION HOLDERS

Top three position holders from any Board will be eligible for admission for all levels i.e. F.A/F.Sc. In their respective disciplines, regardless of the basic eligibility criteria, i.e. proof of residence.

SPORTS

Students seeking admission against Sports quota should have participated in sports activities at the Board level. They will submit, along with the application form, an authenticated certificate issued from the relevant Board certifying their claim. Merit within Sports quota will be determined after addition of points obtained as per following criteria to the total marks obtained by the applicant in respective examinations.

CRITERIA

- 1st Prize / Championship in an individual/Team event at Board level. 10
- 2nd Prize / Runner up in an individual/Team event at Board level. 07
- 3rd Prize / Runner up in an individual/Team event at Board level. 05
- Participation in an Individual /Team event at Board Level 03
- Representation at National Level as a team Member or in an individual event. 10

OPEN MERIT QUOTA

CRITERIA

If any seat(s) against any quota are not fully utilized due to non-availability of eligible candidates, the same will stand transferred to the Open Merit Quota. However, proper documentation of transfer of each seat shall be made for verification initially by the Director concerned, to be consented finally by the Director General.

- The lists of selected candidates will be displayed as per dates announced by FDE on the notice board as well as on the website of concerned college. No call letters shall be sent to the selected candidates.
- No casual admission will be made.
- Admission shall be made only once in an academic year on dates fixed by the college/FDE after the declaration of results by the Examination Board.
- Students placed in compartment in SSC / HSSC Examination will compete for admission after clearing the subject(s) in the same year within the prescribed time limit fixed by Board / University subject to availability of seats in the institutions or next year as a fresh candidate.
- Candidates who seek admission after a gap of one or more years will have to submit an affidavit of good conduct duly verified by Head of the institution last attended. Reason of the gap should also be clearly stated in the affidavit. Merit of such candidates will be determined after deducting five (5) marks for each year of the gap from the total marks obtained by them.
- The number of seats will be determined by the institutions in each faculty after careful consideration of physical facilities and the number of teachers available. However, the number of admissions will be finalized by the Federal Directorate in consultation with heads of institutions before the commencement of academic session.
- Students who have passed Senior Cambridge, GCE O-Level / A- Level examination / Diploma from Polytechnic institutions will be eligible for admission. Their merit will be determined on the percentage of marks obtained in their respective examinations and equivalence shall be determined by Inter Board Committee of Chairman, Islamabad / Quaid-e-Azam University whichever is applicable. A certificate to this effect is a pre-requisite for admission at the level concerned.
- All foreign students are required to route their application for admission through the Ministry of Federal Education and Professional Training

- Migration cases eligible for admission as per policy will be entertained by the institution where seats are available provided that the merit in the desired discipline of the institution is not compromised. No local migration will be allowed. However the relaxation in rules may be permitted by the competent authority i.e. Director General, Federal Directorate of Education.
- Twenty (20) marks will be added in the merit of a Hafiz-e-Quran for admission at all levels, provided the candidate produces a certificate of successful completion of the course from a registered / recognized institution (Religious Board).
- Notice for calling the applications for admission would be advertised by the Federal Directorate of Education, Islamabad.
- Every successful applicant will submit an affidavit on legal stamp paper solemnly assuring the Principal that he/she will refrain from participating in politics or in any subversive activity during the time she is on the College rolls. Her parent / guardian will endorse this undertaking, and further undertake that his/her ward would be liable for removal from the College rolls if she participates in politics, or does not abide by the rules of the College.
- In case any person other than father/ mother or both of the candidate is allowed to be declared guardian only when the parents are not alive or staying abroad, and a proper affidavit / Guardianship Certificate will have to be submitted. Guardian ship of persons other than grandparents/Real elder brother/sister and maternal/paternal uncles shall not be accepted.
- Students are expected to exercise their choice of subjects carefully with due consideration. Change will not ordinarily be allowed to the option once exercised. However, in case of extreme hardship cases, permitting change of subjects may be allowed within maximum of two weeks after commencement of classes subject to the availability of seats. The change, of course, will be subject to the condition that a candidate admitted in group of lower merit does not opt for a group of higher merit.

- The last date for admission fixed by the Federal Directorate of Education shall be strictly adhered to. In case Principals are in need of filling the vacant seats after expiry of the stipulated admission date they will seek formal permission from the Federal Directorate of Education.
- Attendance criteria prescribed by the Federal Board and the Quaid-e-Azam University will be strictly adhered to. The Principals will ensure that transparent, regular, unambiguous record of daily attendance is maintained, at all times, on accountable roll call registers.

4. ACADEMIC SESSION

The academic session for intermediate classes is determined by the Federal Board of Intermediate & Secondary Education, Islamabad and for the degree and post graduate classes by the Quaid-e-Azam University, Islamabad. Generally, it commences in the middle of August each year and ends in May next year.

ALLOCATION OF SEATS

The Number of seats allocated in each faculty is as follows.

HSSC Part-I

i.	Humanities	250
ii.	Science (Pre –Medical)	150
iii.	Science (Pre-Engineering)	100
iv.	General Science with Computer Studies	100
v.	General Science (Physics, Stats, Maths) & General Science (Stats, Economics, Maths)	50
Total		650

ADMISSION PROCEDURE

- The Procedure for admission of HSSC Part – I is as follows.
- Candidates are required to submit duly completed admission forms within specific dates along with attested copies of the documents mentioned as under.
- Marks sheet of SSC Examination for admission in HSSC-I
- Character certificate from the Institution last attended.
- Candidates who have passed the SSC/HSSC examination as Private candidates are required to provide a certificate of good character from a Gazetted officer not related to her.
- NIC of father, B form (NADRA), for HSSC-I and ID card
- Residential proof, allotment letter/lease agreement proof of parents being F.G. employees and if the candidate is residing in Rawalpindi.
- Applicants who have passed SSC examination from any other Board than the Federal Board must submit original Board Migration Certificate at the time of admission.
- Incomplete forms will not be acceptable.
- In the interest of students, any change in residence, address and contact number should be notified to the college authorities immediately.
- The names of the selected candidates will be displayed on the college notice board. They will be required to appear for the Interview along with the original documents before depositing admission fee and other dues.
- They will be required to pay their admission fee and other dues within the prescribed period, failing which their admission will be cancelled.
- All admissions to HSSC Part-I, will be considered Provisional until confirmed by the Board.
- No admission would be made without the approval of the Principal who is empowered to refuse admission to any candidate.

- All admissions to HSSC Part I shall be determined on the basis of the admission policy provided by the Ministry of Education and FDE.
- If the particulars of the candidate and / or other information related to admission are found to be incorrect, admission will stand cancelled as per Board/University rules.
- The candidate should inform about any change of address during the session.

MIGRATION CASES (For All Classes)

Cases of migration, with special reference to the daughters of Federal Government employees on transfer will be accommodated any time during the academic session, subject to the following conditions:

- i. Availability of seats in the particular faculty, performance of the student in the previous requisite public examination in relation to the corresponding merit of this College.
- ii. Provision of the following documents:
 - a. A copy of father's transfer letter.
 - b. Character and College leaving certificates from the Head of the Institution last attended.
 - c. Attendance and academic record from the institution last attended.
 - d. Migration Certificate from the Registrar / Secretary of the previous Board/University.
 - e. Registration / Enrollment of the Board / University from which the student migrates.
 - f. Certificate / Receipt showing the payment of School / College fees and period for which payment is made.
 - g. The student will have to adhere to the subject combination offered by the College during the academic year in which she migrates.

SCHEME OF STUDIES

A. Medium of Instruction

Students may opt for English or Urdu as their medium of instruction in the faculty of Arts. However, the medium of instruction will be only English for the faculty of science at Intermediate and Degree levels.

B. HSSC (Humanities / Science)

HSSC Part-I and Part-II examinations are held by the Federal Board of Intermediate and Secondary Education, Islamabad at the end of each academic year. The certificate is however, awarded by the Board on the successful completion of the two year course. This course consists of three compulsory subjects and the three elective subjects as per the following scheme.

HSSC PART –I

1. English (Compulsory)	1 Paper	100 Marks
2. Urdu (Compulsory)	1 Paper	100 Marks
3. Islamic Education-I Civics (for Non-Muslims)	1 Paper	50 Marks
4. Three Elective Subjects	3 Papers	300 Marks
Total:		550 Marks

HSSC PART –II

1. English (Compulsory)	1 Paper	100 Marks
2. Urdu (Compulsory)	1 Paper	100 Marks
3. Pakistan Studies-II	1 Paper	50 Marks
4. Three Elective Subjects	3 Papers	300 Marks
Total:		550 Marks

GRAND TOTAL: 1100 Marks

ELECTIVE SUBJECTS (HUMANITIES)

Students are required to select any one of the following subject combinations. The selection should be made very carefully, as no change will be allowed after admission.

H – 01	Economics	Education	Geography
H – 0 2	Economics	Statistics	Geography
H – 03	Economics	Statistics	Psychology
H – 04	Economics	Statistics	Computer Science
H – 05	History	Islamic Studies	Persian Literature
H – 06	History	Islamic Studies	Education
H – 07	Education	Psychology	Health and Physical Education
H – 08	Education	Psychology	Outlines of Home Economics
H – 09	Education	Islamic Studies	Health and Physical Education
H – 10	Sociology	Psychology	English Literature
H – 11	Psychology	Sociology	Outlines of Home Economics
H – 12	Psychology	Geography	Education
H – 13	Psychology	Education	English Literature
H – 14	Education	Islamic Studies	Arabic Literature
H – 15	Islamic Studies	Education	Persian Literature
H - 16	Sociology	Psychology	Education
H - 17	Sociology	Psychology	Geography

ELECTIVE SUBJECTS (SCIENCE)

Any one of the combinations from the following groups may be selected. Each subject carries 100 marks. The selection of subjects should be done very carefully as no change will be allowed later on after admission.

S-01	Physics, Chemistry, Biology (Pre-Med)
S-02	Physics, Chemistry, Mathematics (Pre-Eng)
S-03	Mathematics, Computer Science, Physics (General Science)
S-04	Mathematics, Computer Science, Statistics (General Science)
S-05	Mathematics, Statistics, Physics (General Science)
S-06	Mathematics, Statistics, Economics (General Science)

- Students passing their SSC Examination with Humanities Group shall not be eligible for admission in Science Group at HSSC level.
- Sections once allocated at the time of admission will not be changed on any request.
- If the No. of students selecting a particular subject and subject combinations is less than 25, it will not be offered.
- In view of limited number of seats candidates may be asked to adjust their options according to the availability of seats in each combination.

FEE RULES

PAYMENT OF FEES

The academic year of the college for payment of fee starts from the commencement of the session. Students are therefore required to pay their tuition fees and other dues annually on the given date and according to the schedule notified from time to time.

Students are advised to deposit all dues to fee clerk after obtaining proper receipt. No other person is authorized to collect any fee. Parents/guardians must emphasize upon their daughters/wards to obtain fee receipts. Students should keep the receipts of fee paid, on person and produce them on demand.

SCHEDULE OF FEES

S.#	Description of Fee/Fund	To be Deposited in Federal Treasury	To be Deposited in Student Fund	Remarks
1	Admission Fee	200	-	At the Time of Admission
2	Tuition Fee	225	-	Monthly charges
3	Students Fund	-	200	Monthly charges
4	Examination Fee	200	-	Annual charges
5	Admission Fund	-	800	At the Time of admission
6	College leaving Certificate	25	-	Each Time
7	Computer Lab charges	-	100	Monthly charges
8	Magazine Fund	-	100	Annual Charges
9	Fee card	-	20	Each Time
10	Bus Fee	500	-	Monthly charges
11	Library security	-	250	Once (refundable)
12	PTA Fund /SMC	-	50	Annual Charges
13	Lab Charges (per Lab)	-	20	Monthly charges
14	Late coming Fine	50	-	Per Day
15	Absence Fine	50	-	Per Day
16	Improper Uniform	100	-	Per Day
17	Class/College bunking	50	-	Per Day
18	Late Fee Fine	200	-	After 20 th of the month
19	Absence from Exam/College Function	50	-	Per Day/ Event
20	Violation of Discipline	100	-	Each Time

FEE CONCESSION /STIPENDS

- Fee concession may be granted on request to deserving students of the college as per Education Policy.
- If two or more sisters are studying in the college, the younger ones can be granted fee concession on submission of necessary proof of her claim provided no other financial benefit is enjoyed by her.
- The Student Mutual Help Fund is established for grant of stipends to the deserving students, the amount of which is fixed by the Principal.
- All concessions/ stipends will be tenable for one year, and shall be renewed for the second year provided the attendance, academic performance and conduct of the student continues to be satisfactory.
- Application for fee concession/stipends should be made on the prescribed form at the beginning of the academic session. The form should be countersigned by the parent/ guardian and duly verified by his/ her employer.

FEE FOR FOREIGN STUDENTS

The fee will be determined by the ministry of education.

Note: Any future changes in the fee/fund will be applicable as per Government policy.

EXAMINATION

A.INTERNAL EVALUATION

The academic zenith of any institution is achieved by means of panoramic evaluation of its students. It is incumbent upon all students to take these examinations, failing which their admission forms will not be sent for the Federal Board Annual Examination. The following internal exams are conducted by the college.

- **Class Tests**
- **Send – Ups**

Examinations conducted prior to forwarding admission forms to Federal Board.

- **Pre-Board**

Examination conducted just before the Annual Examination.

- **Detention Policy**

Failure in three or more subjects in the Send up Examination will render a student ineligible for appearing in Federal Board Examination unless she passes a Re-test of the same subjects held in the college.

Note: Absence / Failure in these examinations will render a student ineligible for the Public Examination / Promotion.

B. EXAMINATION SCHEDULE

The tentative schedule of internal examination and periodical tests as approved by Federal Directorate of Education, Islamabad, is given below.

PROMOTION

HSSC

Promotion from HSSC Part-I to HSSC Part-II shall be granted as per rules prescribed by the Federal Board of Intermediate and Secondary Education, Islamabad after declaration of the result by the Board.

ELIGIBILITY FOR PUBLIC EXAMINATION

Student must fulfill the following criteria to enable her to be eligible for Board / University Examinations.

- She must be a regular and bonafide student of the college.
- She must bear a good character.
- She must acquire 80% attendance in all subjects including practical's and tutorials.
- She must show satisfactory academic progress in internal evaluation as per guide lines given by the Federal Board Examination.

S.No.	Class	Send ups
1	HSSC-I	December
2	HSSC-II	December

Hope Certificate if required: for higher classes and professional colleges, will be issued on the basis of performance of internal examination.

COLLEGE AWARDS

The college gives the following awards to students showing outstanding performance in curricular and co-curricular activities.

Public Examination

Internal Evaluation: Academic prizes are awarded in individual subjects and for overall best performance. Students are required to fulfill the following criteria to qualify for an award.

- To secure 60% or above marks in the subject and should be the highest scorer in all the sections of the class.
- To appear in and pass all other subjects in the class tests / send up /pre-board Examination.

Prizes for Co-curricular Activities

Prizes are awarded in the following fields on the basis of extra-ordinary performance in co-curricular activities at various Inter-class and Inter-collegiate competitions over a period of two years.

- Qirat / Naat

- Debates / Declamation
- Singing
- Dramatics
- Painting / Computer Painting
- Athletics
- Flower arrangement / Cookery

Criteria for the Best Student

- Passed all subjects and attained satisfactory academic progress.
- Has sound moral character.
- Participated and won prizes in co-curricular activities.
- Showed regularity and punctuality.
- Displayed excellence in the performance of other college duties.
- A participant found guilty of misconduct according to the Discipline and General Rules shall not qualify for an award / any post of honor in the college.

CASH AWARDS / MERIT

1. Cash awards are awarded to the students of all classes who have secured top positions in the internal examinations conducted by the college.
2. Merit Scholarships

Sessions	No. of Students
2009 - 2011	20
2010 – 2012	27
2012 – 2014	44
2015 - 2016	19
2017 – 2018	52
2018 – 2019	56
2019 – 2020	66
2020 – 2021	63
2021 – 2022	64
2022-2023	48
2023 – 2024	41

Stipend for Needy Students

MORA (Zakat – Usher)

Scholarship for Deserving Students

GENERAL RULES AND REGULATIONS

CODE OF CONDUCT FOR STUDENTS

In order to maintain discipline, decorum and modesty among the students it is mandatory to:

- Attend the morning Assembly at 8:10am daily (exempted during Covid).
- Attend all classes and practicals regularly.
- Attend and participate in co-curricular activities arranged in the college.

Students are prohibited to:

- Stay in college premises after 3.30 pm as college administration will not be responsible for their security after the said time.
- Indulge in the use of unfair means or malpractices inside the classrooms/laboratories and during the examinations.
- Indulge in damaging college property including building, equipment, plants and vehicles.
- Meet any outsider during college hours.
- Paste, exhibit, prepare or distribute any poster, leaflet, notice pamphlet or handbill in the college.
- Participate in agitation or any subversive activities.

NOTE:

In case of any kind of misbehaviour or unethical activity, warning will be issued. If there is no improvement, the student will be rusticated from the college roll permanently.

Rules for Online Classes

- For online classes, students' attendance is mandatory.
- If the classes are conducted online, the examination may be conducted online or in person.
- Online quizzes, assignments and midterm schedule should be strictly observed as the students will not be allowed to reappear or get any extension for the above mentioned.
- For online fee submission, due date must be followed strictly otherwise fee will not be accepted. Subsequently, the receipt of the deposited fee must be submitted to the college.
- Email address and WhatsApp number provided will be used by the administration for information sharing. In case of any change in the contact details; the college will not be responsible for any communication failure.

DISCIPLINE

UNIFORM

- Student can only enter the college premises in proper and complete uniform during regular classes as well as at the time of receiving Roll no slips from the college.
- Science students are required to wear overalls (lab coats) during the practical exams.
- Dupatta is a regular feature of the uniform and it is compulsory to wear it.
- Only white scarf or a scarf of the colour same as the dupatta is allowed.
- For winter season only black sweater and black coat is allowed. Hoodies, fancy and informal sweaters are not allowed.
- Wearing makeup and jewellery is not permitted. Students are not allowed to bring any beauty/ vanity item to college.

IDENTITY CARD (No ID No entry)

The college ID card is an integral part of the uniform and it must be worn during college hours. Defaulters will be fined.

BUS CARD

Bus cards are issued after the submission of bus fee and are mandatory for boarding the bus.

GADGETS

- Mobile phone is strictly prohibited. If found it will be confiscated and returned at the end of the session on the request of parents on payment of fine amounting to rupees 1000. In case this act is reiterated the students shall be fined Rs. 2000 and Rs. 3000 respectively.
- Students are not allowed to bring any valuables, digital cameras or electronic gadgets.
- Blade, any kind of vanity mirror (intact or broken), scissors, knives and nail cutters are strictly prohibited.

LEAVE AND ABSENTEE RULES

- A student must have attended 80% of the total lectures delivered in each subject to appear in Board/University Examination, failing which her name will not be forwarded for the public examination.
- A student who remains absent from the class for fifteen days in a month without any intimation will be automatically dropped from the college rolls.
- Two leaves per month will be granted in case any need arises.
- Students absenting themselves from any class/lecture, practical will be fined.
- Students are required to attend the classes till the last formal date as announced by the college authorities.
- Fine will be imposed on self- preparation leaves before the exams.
- Fine will be imposed by the college administration on the students absenting themselves from the college examination and for bunking the classes.

- If any student bunks a class, a warning will be issued for the first time. In case of continuous bunking, student would be expelled.

MEDICAL LEAVE

- In case of illness, medical leave (maximum 20 days), can be obtained after getting written approval from the principal/vice principal.
- Application for medical leave must be accompanied by a genuine medical certificate from a certified medical practitioner or government hospital.

CLEANLINESS

- Students are not allowed to bring eatables in the classrooms.
- The Students are supposed to leave the stuff related to cafeteria in its adjacent areas.
- If a student is caught throwing the trash outside the trash bins she will be punished and fined.
- If a student's involvement in the act of graffiti and wall chalking (writing obscene remarks on college property) is proved, she will be rusticated.

COLLEGE LEAVING

- A student willing to leave the college for good should submit an application duly signed by her parents 15 days prior to the date of intended departure.
- College leaving certificate will be granted after the student has cleared her dues and obtained clearance from the office and library.

Note:

The parents should pick their daughters before the departure of the last trip of college bus as the college authorities will not be responsible afterwards.

CHANGE OF RESIDENTIAL ADDRESS

The addresses and telephone numbers of students given in the admission forms should correspond to their actual addresses and telephone numbers where the college administration may contact the parents in case of emergency. Students providing incomplete/wrong information will be strictly dealt with.

Parents are advised to intimate college administration about any change in their addresses and telephone numbers immediately.

BS PROGRAMME

The BS Programme is designed to provide sufficient knowledge in core areas of Natural Sciences. The programme aims at providing students with the firm basis for taking higher studies in Computer Science, Mathematics and Zoology. The programme leading to BS shall be of four- year duration, equally divided into eight regular semesters. Each regular semester shall comprise of eighteen weeks, (sixteen weeks for teaching, and two weeks for the preparation and examination).

SEMESTER WISE PLAN (COMPUTER SCIENCE)

Semester-I:

Course Code	Subjects	Credit Hours
EN-100	Functional English	03
PK-100	Ideology & Constitution of Pakistan	02
MA-101	Calculus & Analytical Geometry-I	03
CS-110	Applications of ICT	02
CS-190	Applications of ICT Lab	01
CS-104	Problem Solving & Programming	03
CS-194	Problem Solving & Programming Lab	01
Total Credit Hours		15

Semester-III:

Course Code	Subjects	Credit Hours
CS-103	Introduction to Computer Organization	03
EN-2XX	Technical & Business Writing	03
MA-203	Discrete Mathematics	03
CS-211	Data Structures	03
CS-291	Data Structures Lab	01
CS-212	Human Computer Interaction	03
Total Credit Hours		16

Semester-II:

Course Code	Subjects	Credit Hours
EN-200	Expository Writing	03
IS-100	Islamic Studies / Ethics (for Non Muslims)	02
MA-XXX	Multivariable Calculus	03
PH-110	Introductory Mechanics and Waves	03
	Social Sciences Elective	
CS- 120	Object Oriented Programming	03+01
CS-190	Object Oriented Programming Lab	
Total Credit Hours		17

Semester-IV:

Course Code	Subjects	Credit Hours
	Civics & Community Engagement	02
MA-104 /MA 302	Fundamentals of Linear Algebra / Linear Algebra	03
CS-222	Analysis & Design for Software Systems	03
CS-224	Database Systems	03
CS-294	Database Systems Lab	01
CS-215	Computer Organisation & Assembly Language	02
CS-295	Computer Organisation & Assembly Language Lab	01
Total Credit Hours		15

Semester-V:

Course Code	Subjects	Credit Hours
ST-101	Probability & Statistics	03
	Domain Elective I	03
CS-226	Operating Systems	02
CS-296	Operating Systems Lab	01
CS-311	Analysis & Design of Algorithms	03
CS- 321	Software Construction	02
CS-391	Software Construction Lab	01
CS-414	Artificial Intelligence	03
Total Credit Hours		18

Semester-VI:

Course Code	Subjects	Credit Hours
CS-313	Computer Architecture	03
CS-331	Theory of Automata	03
CS-312	Computer Communications & Networks	03
CS-325	Advanced Database Systems	03
CS-395	Advanced Database Systems Lab	03
	Domain Elective 2	03
	Domain Elective 3	03
Total Credit Hours		18

Semester-VII:

Course Code	Subjects	Credit Hours
CS-400	Project-I	02
CS-411	Entrepreneurship	03
CS-332	Arts & Humanities Elective	03
	Compiler Construction	03
	Domain Elective 4	03
	Domain Elective 5	
Total Credit Hours		15

Semester-VIII:

Course Code	Subjects	Credit Hours
CS-400	Project-II	04
CS-413	Introduction to Information Security	03
CS-449	Elective Supporting	03
	Domain Elective 6	03
	Domain Elective 7	03
Total Credit Hours		16

SEMESTER WISE PLAN (MATHEMATICS)

Semester-I:

Course Code	Subjects	Credit Hours
EN-100	Functional English	03
ST-101	Probability & Statistics	03
IT-100	Applications of Information & Communication Technology (ICT)	03
MA-101	Calculus & Analytical Geometry - I	03
MA-201	Fundamentals of Mathematics	03
PH-103	Physics - I	03
Total Credit Hours		18

Semester-II:

Course Code	Subjects	Credit Hours
EN-200	Expository Writing	03
IS-100	Islamic Studies / Ethics (for Non Muslims)	02
MA-401	Applied Statistical Modeling	03
MA-102	Calculus & Analytical Geometry II	03
EN-112	Technical English Skills	02
PH-104	Physics - II	02
PH-194	Physics Lab II	01
Total Credit Hours		19

Semester-III:

Course Code	Subjects	Credit Hours
PY-101	Introduction to Psychology	03
MA-204	Group Theory	03
MA-202	Multivariable Calculus	03
MA-207	Linear Algebra	03
CH-100	General Chemistry	03
CH-190	Lab	
MA-205	Set Topology	
Total Credit Hours		18

Semester-IV:

Course Code	Subjects	Credit Hours
MA-301	Real Analysis	03
MA-302	Number Theory	03
MA-206	Ordinary Differential Equations	03
PK-100	Ideology & Constitution of Pakistan	02
EC-201	Basic Economics	03
SW-100	Civics & Community Engagement	02
MS-100	Entrepreneurship	02
Total Credit Hours		18

Semester-V:

Course Code	Subjects	Credit Hours
MA-301	Real Analysis II	03
MA-302	Complex Analysis	03
MA-303	Differential Geometry	03
MA-304	Numerical Methods	03
MA-305	Partial Diff Equations	03
Total Credit Hours		15

Semester-VI:

Course Code	Subjects	Credit Hours
MA-306	Software Tools for Mathematics	03
MA-304	Analytical Mechanics	03
MA-406	Numerical Analysis	03
MA-402	Measure & Integration	03
MA-310	Functional Analysis	03
Total Credit Hours		15

Semester-VII:

Course Code	Subjects	Credit Hours
	Internship / Elective I	03
	Elective II	03
	Elective III	03
	Elective IV	03
	Elective V	03
Total Credit Hours		15

Semester-VIII:

Course Code	Subjects	Credit Hours
	Capstone Project / Elective V	03
	Elective I	03
	Elective II	03
	Elective III	03
	Elective IV	03
Total Credit Hours		15

CURRICULUM BS 4 YEARS (8 SEMESTERS) PROGRAM IN ZOOLOGY

	Semester I		
S. No	Course Code	Course Title	Credits
1	EN-100	English-I Functional English	3(3+0)
2	PK-100	Ideology & Constitution of Pakistan	2(2+0)
3	MTH-101	Quantitative Reasoning -I	3(3+0)
4	BOT-101	Botany-I (Diversity of Plants)	3(2+1)
5	CHE-101	Chemistry-I (Organic Chemistry)	3(2+1)
6	ZOO-101	Animal Diversity-I (Invertebrates)	4(3+1)
	Total		18
	Semester II		
S. No	Course Code	Course Title	Credits
1	IS-100	Islamic Studies/Ethics	2(2+0)
2	MTH-102	Quantitative Reasoning -II	3
3	BOT-102	Botany -II (Plant Systematics, Anatomy, & Developmental Embryology)	3
4	PSY-201	Social Science (Psychology)	3
5	ZOO-102	Animal Diversity-II (Chordates)	4(3+1)
6	ZOO-103	Cell Biology	3
	Total		18

	Semester III		
S. No	Course Code	Course Title	Credits
1	EN-200	Expository Writing	3
2	HS-100	Arts & Humanities : Introduction to History	3
3	MS-100	Entrepreneurship	2
4	ZOO-201	Animal Form & Function-I	4
5	ZOO-202	Developmental Biology	4
	Total		16
	Semester IV		
S. No	Course Code	Course Title	Credits
1	COM-201	Application of Information & Communication Technologies (ICT)	3
2	SW-100	Civics & Community Engagement	2
3	ZOO-203	Animal Form & Function-II	4
4	ZOO-204	Genetics	4
5	ZOO-205	Molecular Biology	3
	Total		16
	Semester V		
S. No	Course Code	Course Title	Credits
1	ZOO-301	Economic Zoology	3
2	ZOO-302	Biochemistry	3
3	BOT-301	Botany III	3
4	CHE-301	Chemistry II	3
5	ZOO-303	Wildlife	3
	Total		15

	Semester VI		
S. No	Course Code	Course Title	Credits
1	CHE-302	Chemistry III	3
2	ZOO-304	Zoogeography & Paleontology	3
3	ZOO-305	Physiology	4
4	ZOO-306	Biostatistics	3
5	ZOO-307	Research Methodology	2
	Total		15
	Semester VII		
S. No	Course Code	Course Title	Credits
1	ZOO-514	Ichthyology	3
2	ZOO-402	Evolution	2
3	ZOO-403	Biological Techniques	3
4	ZOO- 404	Reproductive Physiology	3
5	ZOO-405	Animal Behaviour	3
6	ZOO-406	Field Experience/ Internship	3
	Total		17
	Semester VIII		
S. No	Course Code	Course Title	Credits
1	ZOO-407	Medical Microbiology	3
2	ZOO-408	Endocrinology	3
3	ZOO-409	Parasitology	3
4	ZOO-410	Principles of Systematics	3
	ZOO-411	Capstone Project	3
	Total		15

ADMISSION PROCEDURE

Candidates of the following categories will be eligible for admission on open merit other than the seats reserved for FATA/FANA (Domicile)

- i. Federal Government employees residing in Islamabad/Rawalpindi
- ii. Residents of Islamabad Capital Territory
- iii. Diplomats stationed at Islamabad

A candidate who has passed her last examination from an institute not located in Islamabad and Federal Area shall produce residence certificate from Estate Office/CDA or any other valid legal document in support of her residence claim. The admissions will be announced once a year (normally in Fall Semester).

AGE LIMIT

The maximum age limit for admission to BS programme is 22 years. Any one beyond the age of 22 years shall not be given admission unless the relaxation is granted by the Vice-Chancellor (QAU) under special circumstances on the recommendations of the Principal concerned.

ELIGIBILITY

- For BS (Computer Science and Mathematics) F.Sc. with Mathematics and at least 50% marks in F.Sc.
- Pre- Medical with additional Mathematics.
- A-level with Mathematics and Physics or equivalent qualification.
- For BS (Zoology) F.Sc. (Pre-Medical) or equivalent with at least 50% marks.

MERIT CRITERIA

The merit shall be calculated as per criteria mentioned here under:

Matric/SSC Equivalent: 30%

FA/F.Sc/Equivalent: 70%

Merit = (Marks obtained in Matric) / (Total Marks) x 30% + (Marks obtained in F.Sc) / (Total Marks) x 70%

QUOTA

Quota for various categories for admission is already approved in admission policy as under:

Approved Quota:

Quota	Percentage
Bona fide students	NIL
Open Merit	92%
FANA/FATA	3%
Disable Quota	2%
Sports	3%
Real daughters of teachers, employees of educational institutions of the setup concerned	1% seats in every institution in the order of merit amongst themselves over and above the aforementioned quota.
Transfer cases	1% over and above the aforementioned quota

A candidate domiciled in FATA/FANA will not contest for a seat reserved against the allocated quota if she has qualified HSSC or equivalent from any other institution outside the territorial jurisdiction of FATA/FANA. However, after admission process has been completed, in case there are any vacant seats under this category, admission may be granted to applicants with FATA/ FANA domicile.

AVAILABILITY OF SEATS

50 seats available as per university notification.

EXAMINATION

A student must fulfil the following criteria to be eligible for university examination:

- She must be registered at the University for the respective study programme and must have paid all the required dues and must be a bona fide student of the college.

- She must bear a good moral character.
- She must show satisfactory academic progress in internal evaluation as per guidelines given by Quaid-e-Azam University.
- She must acquire 80% attendance in all subjects.
- Every Student must sign the Admission Form herself. Incase of variation in signature from I.D Card the candidate will face impersonation charges.
- Whenever any student's CGPA is 1.0 and/or more but less than 2.0, the student shall be placed on probation.
- A Student shall be allowed three chances to remain on probation during the entire BS/ADP Programme of studies.
- A Student shall have to complete the BS Programme within twelve (12) regular semesters or six years.
- A Student shall have to complete the Associate Degree Programme within six (06) regular semesters.
- The Student eligible to continue the study programme and having failed in a compulsory courses(s) shall have to repeat the course(s) whenever such course(s) shall be offered by the college in the regular semesters.
- The overall percentage will be calculated according to following formula;

$$\frac{(CR1) (\%Mi) + (CR2) (\%M2) + + (CRn)(\%Mn)}{CR1 + CR2 +CRn}$$

Where

Cri = Credit hours of a registered course

%Mi = Percentage marks obtained in a course

Marks, Grade Points, Letter Grades

- The progress of a student shall be monitored in each semester on the basis of her academic performance in the semester as measured by the number of courses passed and Grade Point Average (GPA). The GPA for each semester shall be calculated as follows;

$$GPA = \frac{(CR1)(GP1) + (CR2)(GP2) +(CRn)(GPn)}{CR1 + CR2 + + CRn}$$

Where

CR1 = Credit hours of a registered course

GP1 = Grade points earned in a course

I = 123.....n

Theory class of 03 Credit Hours

Practical(Lab)work/Field work of 1 credit hour

Theory + Practical (3 +1)

INTERNAL EVALUATION

There shall be 100 marks assigned to each course. A BS student's academic progress and standing will be determined and monitored through the following modes of evaluation.

Assignments	2-3 Assignments per semester
Quizzes	At least three unannounced quizzes per semester
Presentations	Presentation as per instructor's requirement
Midterm Examination	1 ^{1/2} - 3 hours test per semester
Terminal Examination	One announced final exam of up to three hours duration at the end of each semester.

A typical break-up of each mode of evaluation for a course is as follows:

Assignments/Quizzes/ Presentations	25%
Midterm Examination	25%
Terminal Examination	50%

Note: The above-mentioned criteria can be changed as per Quaid-e-Azam University's policy.

FEE STRUCTURE FOR BS PROGRAMME

S.#	Description	Fee Science Student First Semester Rs.	Fee Science Student 2 nd and 4 th Semester Rs.	Fee Science Student 5 th and 8 th Semester Rs.
1.	Admission Fee	200/-	-	-
2.	Admission Fund	1000/-	-	-
3.	Library Security (Refundable)	2333/-	-	-
4.	University Registration (Once at the time of admission)	5250/-	-	-
5.	University Sports Fee (Per Semester)	1166/-	1166/-	1166/-
6.	Tuition Fee	1350/-	1350/-	1350/-
7.	Student Fund	9,800/-	4,000/-	10,000/-
8.	Health Fund	1650/-	1650/-	1650/-
	Total:-	22749/-	8166/-	14166/-

The other dues of the University are detailed below

Other Dues	Rate
University Terminal Examination Fee (Per Semester)	5,832/-
DMC/ Transcript Fee (Per Semester)	702/-
University Degree Fee (In the last Semester)	4070/-

- Bus Fee of Rs. 2250/- per semester is applicable to only those students who want to avail the bus facility.
- Any future change in the fee/ fund will be applicable as per Govt. Policy

UNIVERSITY DUES

Each student of the BS programme shall be required to pay tuition fee and such other dues as may be determined by the syndicate from time to time.

SPECIMEN OF THE UNDERTAKING

Note: This undertaking is to be furnished on Rs. 15/- Stamp Paper duly completed and attested by the Oath Commissioner at the time of admission i.e. payment of dues.



UNDERTAKING

I hereby undertake, to abide by the following:-

- ♦ That I shall not indulge in politics.
- ♦ That I shall not bring, keep or use mobile during college hours.
- ♦ The parents will remain in contact with the college authorities about their daughters' attendance and academic progress.
- ♦ The address and the contact no. mentioned in the admission form is correct. In case of any change the college will be intimated in time.
- ♦ That in case I indulge in politics, any disciplinary or any religious issues violating the above undertaking I be expelled from the college.

DECLARATION BY PARENT / GUARDIAN

I _____ S/O/ D/O _____ adult, resident of _____
Religion _____ do hereby state on solemn affirmation that I bind myself responsible to the declaration
signed by my daughter submitted as above to the College by her.

Signature of a Parent of the Candidate

Solemnly affirmed and accepted before me, by _____ who is identified
by _____ who is personally known to me.

Place

Date

Signature of the applicant

**In presence of
Witness No. 01**

Signature with official seal

Name & Address

Emergency Contact number

Witness No. 02

Signature with official seal

Name & Address

Seal

Signature of Oath Commissioner

Date

COLLEGE UNIFORM

For all Classes

White Shalwar, Kameez
as per the given design.

Shirt: knee length
Sleeves: Full with cuffs
Material: white wash &
wear cotton

Shoes/Joggers
Flat black
Socks: white

White Scarf (if required)

Dupatta of the respective
class' colour

Winter

Sweater/ Coat: Plain
black



2. For BS
Computer Science,
Mathematics and
Zoology dupatta of
the prescribed
colour for the
respective classes.

عمومی قواعد و ضوابط

طلبہ کو اس ادارے میں طے کردہ اصول و ضوابط کے تحت داخلہ دیا جائے گا۔ اور داخلے کے بعد طالبات ان پر عمل کرنے کی پابند ہوں گی۔

یونیفارم:-

- 1- طالبات کو مقرر کردہ مکمل یونیفارم کے ساتھ کالج میں داخلے کی اجازت ہوگی۔ سفید قمیض، شلوار، دوپٹہ (سبز ربن کے ساتھ)
- 2- کالج کے اوقات میں کالج شناختی کارڈ پہننا لازمی ہو گا۔
- 3- سائنس کی طالبات پریکٹیکل کے دوران سفید کوٹ پہننے کی پابند ہوں گی۔
- 4- بورڈ/یونیورسٹی/کالج کے امتحانات میں مکمل یونیفارم میں کالج آئیں گی۔

نظم و ضبط:-

- 1- تمام طالبات کے لیے صبح 8:10 منٹ پر اسمبلی میں شرکت لازمی ہو گی۔
- 2- کمرہ جماعت اور تجربہ گاہوں میں باقاعدگی سے حاضر رہیں گی۔
- 3- کالج میں منعقدہ نصابی اور ہم نصابی سرگرمیوں / تقریبات میں شرکت کریں گی۔
- 4- کالج کی چار دیواری میں حتی الامکان تہذیب اور شائستگی کا مظاہرہ کریں گی۔

حاضری اور رخصت:-

- 1- طالبات کی تعلیمی معیار کو بہتر بنانے اور غیر ضروری چھٹیوں کے رجحان کو ختم کرنے کے لیے مہینے میں صرف دو چھٹیوں کی رخصت دی جا سکتی ہے ۔
- 2- طبی رخصت کے لیے درخواست ، ہسپتال کے مستند اور حاضر سروس معالج کے سرٹیفکیٹ کے ساتھ دی جا سکتی ہے۔ ایک تعلیمی سال میں 20 دن تک کی طبی رخصت دی جا سکتی ہے۔

3- تمام طالبات کے لیے 80 فیصد حاضری لازمی ہے بصورت دیگر ان کا داخلہ روکا جا سکتا ہے

معطل کرنا:-

اگر کوئی طلبہ مسلسل 15 روز تک بغیر کسی اطلاع کے غیر حاضر رہے گی۔ تو پرنسپل کو اختیار ہے کہ اُس کا نام کالج سے خارج کر دیں۔

خصوصی رعایت:-

اگر کوئی طالبہ کسی خصوصی سہولت کی متقاضی ہے تو اُس کے لیے پرنسپل صاحبہ اور کالج کی اکیڈمک کونسل سے تعاون طلب کیا جا سکتا ہے۔

طالبات کے لیے ممنوعہ امور:-

کالج کی عمارت اور اس میں موجود تمام اشیا کی حفاظت طالبات کے ذمہ داری ہے۔ وہ عمارت کے کسی بھی حصے دیواریں/پودے/آلات وغیرہ کو نقصان نہیں پہنچائیں گی۔ دیواروں یا فرنیچر کو نعرے/پمفلٹ/ اشہارات سے خراب نہیں کریں گی۔

کالج بس روٹس

G-11, G-13

G-11 فلٹر پلانٹ	سکول سٹاپ	بہائی چوک G-13	مٹان چوک
ظلالی چوک	بہائی سٹاپ	مٹیش سٹاپ	دھر کسٹ موری سٹاپ
کولڈ تھانہ	مارگلہ چوک	واپس کالج	

تعلیمی سیدھی

سائنس مرچہ سٹاپ	طرس کالونی	کولڈ ہاؤس	چشتی آباد
کوہ نور سٹاپ	بیروہ پٹی موڑ	صنعتی سیدھاں میلاد چوک	موڑوے چوک
واپس کالج			

ترنول

26 نمبر چنگی	G-15 پٹا دروڑ	ترنول پھاٹک	سرائے تریوڑہ
E-16/17 پٹا دروڑ	ڈھوک پراجہ U ٹرن	واپس کالج	

I-9, I-10

کیرن فیکٹری	CDA سٹاپ	منڈی موڑ	PSO پمپ
I-10 مرکز	ڈپنٹری سٹاپ	پارک سٹاپ I-9	گنجی نمبر 35، I-19/4
جونیہ ماڈل سکول	I-9 چار چوک	واپس کالج	

نوٹ:

- 1) دیئے گئے روٹ میں تبدیلی نہیں ہوگی۔
- 2) لڑکیاں زیادہ ہونے کی وجہ سے پہلا، دوسرا ٹپ بھی ہو سکتا ہے۔
- 3) لڑکیاں کم ہونے کی وجہ سے کہاٹن روٹ ٹپ بھی ہو سکتا ہے۔
- 4) والدین ڈرائیور کنڈیکٹر یا سٹاپ کی پریشانی کی صورت میں کالج انتظامیہ سے رابطہ کریں۔
- 5) دوران ڈرائیونگ ڈرائیور نے کال موصول نہیں کر سکا۔ لہذا فون کرنے سے گریز کریں۔