



ADMISSION POLICY

Merit

The admissions are granted strictly on merit subject to clearance of Entry Test and panel interviews. Candidates belonging to any area, class, caste or creed and clan are eligible for admission. Furthermore, we administer Entry Test to ensure induction of those students who possess sound academic background. It is worthy to mention that faculty based Admission Committees decide the criteria for admission, the number of seats, schedule of test & interviews.

Public Announcement

The admissions are announced through print/ electronics/ social media and official website. Awareness and promotion of academic programs is also generated through exhibitions held throughout the year.

Semester System

Academic year for regular programs consists of two semesters, i.e. Fall Semester & Spring Semester. The time span for each semester is shown below

Fall Semester: July – December

Spring Semester: January – June

Summer Semester is also offered to the students who want to improve their deficiency or improve their GPA of previous attempted courses.

Semester Duration

The regular semester (spring & fall) is comprised of 16 – 18 weeks where as summer is spared over 6 weeks duration

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Course Exemption/Transfer

There is an Equivalence committee which decides about the transfer/migration cases from universities and other institutions.

The terms & conditions are as follows:

- a) Transfer of credit hours:
 - Undergraduate Programs: Only course secured with 'A' & 'B' grades are transferable. This reflects on a 'Numerical Grade' as minimum 60%/CGPA 2.5
 - Graduate/Master Programs: Only course secured with 'A' & 'B' grades are transferable. This reflects on a 'Numerical Grade' as minimum 60%/CGPA 2.5
- b) The courses completed by the students at other institution will be compared with similar courses being offered at Indus University. Any deficiency shall have to be removed by the student.
- c) Not more than 50% of the courses are transferable. The student has to fulfill all admission requirements and pay the following charges:
 - Admission and Semester Fee
 - Course exemption fee (per course)
- d) In case student has not completed 50% of the coursework at other institution then she/he has to appear in Entry Test and Panel interview. A special examination 'in lieu of' may also be conducted if the date of entry test is far away. If he/she has completed 50% coursework at other university, then entry exam shall be exempted.

Semester Drop

Temporary suspension is allowed to students facing acute domestic problems, valid reasons subject to the approval of the respective department on the recommendations of concerned Chairperson. During suspension period, the student shall be required to pay semester charges as Retention Fee for each suspended semester to continue his/her registration with the respective department.

Course Registration

The course registration is carried out before the commencement of classes of each semester. Only those students shall be allowed to register whose prerequisite courses are cleared. A student can drop/add any course, due to any reason, within two weeks of commencement of classes. No fee shall be charged for the dropped courses. If any student has already paid the fee, then his/her fee for the dropped course(s) shall be transferred to the next semester.

1) Cancellation of Course

In case the enrolment in a course falls below a certain number of participants, the Dean, on recommendation of the Chairperson of Department, may cancel the course within one week after the course registration or commencement of classes. Consequently, the affected students may be offered a substitute course.

2) Course Withdrawal

In case the enrolment in a course falls below a certain number of participants, the Dean, on recommendation of the Chairperson of Department, may cancel the course within one week after the course registration or commencement of classes. Consequently, the affected students may be offered a substitute course.

2.1 A student can apply for the withdrawal with the approval of the Dean of the Faculty upon recommendation of concerned Chairperson of the Department of any course before two weeks of the final examination. This provision is kept for the benefit of a good student, when he/she realizes that he/she is not going well in the particular subject and taking its final examination may badly affect his/her current GPA.

2.2 Full fee shall be charged for any withdrawn course(s). There shall be no full partial refund of fee under any circumstances.

2.3 Grade "W" will be mentioned in the transcript for any withdrawn courses and it will not be counted in the calculation of the CGPA.

2.4 Not more than two (2) courses can be withdrawn in one semester. The same course cannot be withdrawn twice.

1) Course Load Per Semester

Undergraduate: The maximum course load per semester shall be six (6) courses (including theory and practical) whereas for summer semesters, maximum 02 courses are allowed.

Graduate: The maximum course load per semester shall be four (4) courses (including theory and practical).

Postgraduate: The maximum course load per semester shall be three (3) courses (including theory and practical).

Ph.D Admission Eligibility Criteria

Schedule of Admission

Admission in PhD programs shall be declared open twice a year i.e once before Fall Semester and other before Spring Semester every year for selection of prospective students. However, application of eligible students having valid international GRE subject/NTS GRE Subject, Type University Test score i.e.(60%) shall be accepted and processed throughout the year.

Eligibility Criteria

MS/MPhil/Equivalent (with a minimum of 18 years of education) in the related field from any HEC recognized institution, with a minimum CGPA of 3.0 out of 4.0 (3.75 out of 5.0) or 70% marks (The percentage will only be considered if CGPA is not mentioned in the degree or transcript) for the students who are Masters from Pakistan. Candidates who have obtained their degrees from institutions that are not listed with the Higher Education Commission (HEC), Pakistan, will be required to obtain an equivalence certificate from the HEC.