



PROSPECTUS 2020

MIRPUR UNIVERSITY OF SCIENCE AND
TECHNOLOGY (MUST), MIRPUR AJK

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ
مَنْ حَمَلَ حَبًّا مِنْهُ





MUST

VISION & MISSION

VISION

To be a superior teaching and research Institution, having transformative impact on society and acting as a knowledge corridor between Azad Jammu & Kashmir, Pakistan and rest of the World.

MISSION

MUST is committed to all-encompassing growth of its students, besides enabling them to tap the world of knowledge and assume leadership role in the future through a process of continual innovation in education, research, creativity, technological advancement and entrepreneurship.



MUST CORE VALUES

Leadership Development

Academic Excellence and
Advancement on Merit

01

Pluralism and Diversity

Creativity and Innovation

02

Academic Freedom
and Freedom of Thought

Service with Integrity

Ethically Acceptable
Standards of Conduct

03

Environmental Sustainability

Inclusiveness and Openness

Non-Discrimination

04

Learner-centric and
Personalized Learning

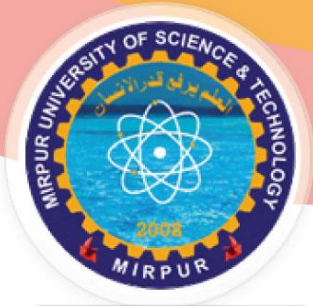
Transform lives

Collegial Environment
and Dignity of Labour

05

Fairness and Equality

Outreach and Community-
building



MESSAGE FROM THE CHANCELLOR

The Mirpur University of Science and Technology (MUST) is imparting state of the art education in Azad Jammu and Kashmir. Though, in MUST, the bulk of the students are from Azad Kashmir, it is a matter of great satisfaction that many from different parts of Pakistan are also part of its faculty and student community. Over the years, MUST have laid down foundations for developing competencies in cutting edge scientific and disciplines. But, in addition to focusing on its core specializations, it is also developing fast into a centre for quality education in social sciences and humanities. MUST is rapidly investing in research and innovation and its products are being appreciated and recognized in the academic community. This is possible because of its emphasis on faculty development programmes and creation of an enabling environment for productive learning that would prepare students for professions in the ever-changing markets. MUST is also emerging as

a pioneer in new technologies such as Artificial Intelligence, Internet of Things, Robotics and Cloud Computing. This gives it a head-start to meet the challenges of the future. For all these achievements, I would congratulate the Vice-chancellor as well as members of his efficient team for their meticulous planning and diligence. In the wake of the COVID-19 outbreak, the biggest challenge for the academia has been to shift from traditional campus-based teaching to the digital mode of education. I commend the University leadership for their tremendous efforts in meeting this challenge with success. I also felicitate MUST for being ranked first in HEC's list of top Universities of Azad Jammu & Kashmir for online readiness. This is an impressive achievement despite resource constraints. I feel immense pleasure in acknowledging that MUST has expanded its digital infrastructure in a short span of time. Its next outreach initiative would up-grade the existing online teaching platforms for students living in remote areas. I appreciate the readiness of the faculty, administration and staff to enable students to achieve academic excellence in diverse fields.

I wish you all more success!

Sardar Mohammad Masood Khan
President of Azad Jammu and Kashmir/
Chancellor MUST



MESSAGE FROM THE VICE CHANCELLOR

I am proud to be the Vice Chancellor of Mirpur University of Science & Technology (MUST), Mirpur. This is a time of unprecedented change over in the higher education worldwide. As well as expanding itself with a view to providing higher education opportunities to masses at doorsteps, quality of education remains MUST's a priority goal. In this regard, we have recently established Faculty of Health & Medical Sciences in addition to startup of other nine new departments in various Faculties. We have also extensively revised our curricula with a view to incorporating latest development and trends in the respective fields of study. MUST makes sure that an ideal environment conducive to learning exists at all campuses. International collaboration with top ranking universities is what we actively pursue in order to provide international exposure to our students and faculty and promote joint research. We take pride in our highly qualified faculty who made their appearance at international forums by publishing quality research. Our students remain our top most priority. MUST is willing to go any far to protect their future and are working hard to maintain quality education and provide facilities to our students in the face of the Covid 19 pandemic. I am happy to share that as a fruit of a joint effort we have among the top universities of the country, and first in the State, in HEC's ranking of universities for their online readiness. I take this opportunity to congratulate all faculty and staff without whose effort this would not have been possible.

MUST stand ready to harness its digital resources if this pandemic situation exists. We have put all the arrangements in place in this regard. I am thankful to the Chancellor of MUST, Sardar Masood Khan for his continuous support in our effort to uplift the standards of education at MUST. I am positive we would achieve further heights under his dynamic leadership and vision. I am also grateful to Higher Education Commission (HEC) for their providing guidelines and support in building university's wide-ranging rollout of Microsoft Teams for online teaching. This, for sure, allowed us to outreach students in remote areas and continue teaching unhindered. I believe that communities play a key role in building higher education institutions. I would take this opportunity to urge upon the members of the community and philanthropists to come forward and strengthen our hands, in whatever capacity they can, in implementing our initiatives relating to different foundations, endowments, social campaigns, and, more importantly, university infrastructure development. Our Vision 2025 envisages widening of academic activities and infrastructure development. I am pleased to share that the PC-I for Pallandri has already been approved by DDWP (HEC), while the PC-I for Bhimber Campus has also been submitted. As the Vice-Chancellor of MUST, I am determined to create an environment that provides favorable environment to each and every student and staff to meet their professional needs and aspirations. I assure you that your experience at MUST will be an asset for the rest of your life.

I welcome you all to Mirpur University of Science and Technology and look forward to seeing you soon on the campus.

(Prof. Dr. Maqsood Ahmed)

Vice Chancellor



DIRECTORATES



Registrar

Engr. Muhammad Waris

Contact: 05827-961037

E-mail: registrar@must.edu.pk

The Registrar is a full-time administrative head of the secretariat of the University and is responsible for the provision of secretariat support to the authorities of the University. Registrar is the custodian of the common seal and the academic records of the University. The custodian maintains a register of the registered graduates in the prescribed manner and supervises the process of election, appointment or nomination of members to the various authorities and other bodies in the prescribed manner.



Treasurer

Dr. Amir Saghir

Contact: 05827-961035

E-mail: treasurer@must.edu.pk

The Treasurer is the chief financial officer of the University and monitors the assets, liabilities, receipts and funds, investments of the university. The Treasurer office prepare the annual and revised budget estimate of the university and present them to the syndicate or a committee thereof for approval and incorporation in the budget to be presented to the Senate. The Office ensure that the funds of the university are expended the purpose of which they are provided, The treasure office is responsible for the annual audit and submit it to the Senate within six months of the close of the financial years.



Controller of Examinations

Dr. Arshad Farooq Butt
Phone: 05827-961038
E-mail: controller@must.edu.pk

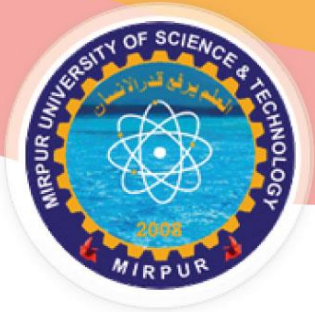
Controller of Examinations (CoE) is one of the most important Departments at Mirpur University of Science and Technology (MUST), Mirpur AJK. Role of the CoE Department is of custodian who ensures that any “Degree or transcript” which goes out of this institute is genuine and is being issued to a person who fulfills the entire legal requirements for this purpose.

The Controller of Examinations at MUST is concerned with the examination of the University as well as its affiliated College’s / Institutes. The Controller of Examinations Office deals with all matters related to examinations, results, issuing interim

transcripts, detail marks certificate’s (DMC’s), degrees and verification of documents.

Objectives:

- Preparation and managing of examination schedules along with assigning of invigilators.
- Administering over all examinations.
- Reviewing queries regarding the results, missed exams or academic status of students.
- Managing convocation requirements through timely calls returns of graduation forms, printing of transcripts and degrees.
- Ensuring genuineness of any degree, transcript or medal being awarded.
- Ensuring adherence and compliance of the rules and policies during all examination mechanisms, as recommended by HEC.



Director Students' Affairs



Dr. Asghar Ali Chaudhary

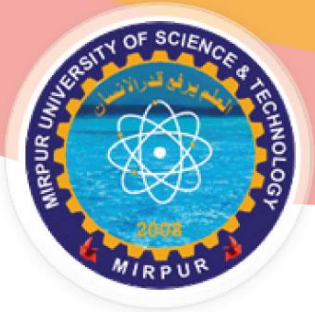
Tel: +92-5827-961045

Fax: +92-5827-961045

Email: dsa@must.edu.pk

The directorate students 'affairs serve as a liaison between students, faculty and administration. The primary function of the Directorate is to organize extra-curricular activities for students and to nurture their intellectual, literary and artistic capabilities that usually remain untapped in a typical classroom environment. The Directorate also works to promote respect amongst students for dignified and disciplined

Behaviour so that they become responsible and respectable members of the honoured community of scientists, engineers, architects, and planners. The student's affairs office provides assistance to the students in all possible way. It leads, directs and administers overall functions of student counselling, hostel residence, student societies and discipline. The important function of studentaffairs office is to enhance the quality of student life both in and outside the campus



Facilities

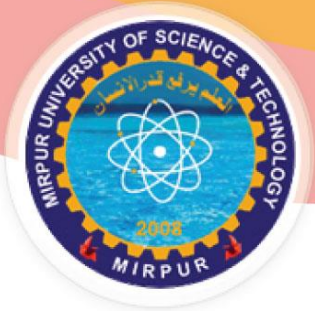
Internet:

MUST realizes the importance of providing around the clock internet access to students and faculty members in order to facilitates them in their academic and research pursuits Wi-Fi Internet connection is available to all students.

Library:

MUST is blessed with a state-of-the-art library with a rich collection of books. It provides excellent services and facilities to its readers. Besides departmental libraries, MUST have a Central Library named Ali Ahmed Shah housed in the Electrical Engineering Block with adequate learning resources in all disciplines.





Transport:

A large fleet of vehicles are available to provide morning/evening commuting facilities to the main point in the Mirpur City. Transport facility is also available for students studying at Bhimber Campus. Besides pick and drop facility, transport is also provided to students for their study and recreational trips on recommendations of respective Deans of the Faculties.



Cafeteria and Shopping Complex:

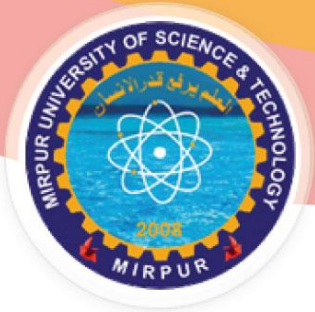
Aesthetically designed cafeteria and shopping complex have been constructed in the central wings of the campus.

Shopping complex will offer the following services:

- Stationery Shop
- Book Shop
- Photoshop
- Cellular Shop
- Washer ma

Medical/First Aid Facilities:

Dispensary for students to provide them first aid is available in the main campus. In addition to Dispensary a fully equipped ambulance to handle any emergency round the clock is also available for evacuation to the nearest hospital.



Prayer Facility:

Main Mosque is under construction and almost near to completion hopefully will be functional in the start of fall semester 2020 in the main campus, currently a Hall in the Electrical Engineering Department is dedicated for prayers.

Counselling and Career Advisory:

Counselling and career advisory provides primary mental health services to all MUST students, and Faculties. MUST is the only university in the AJ&K offering this counselling services to discuss their personal and academic concerns with competent counsellors, without any hesitations.

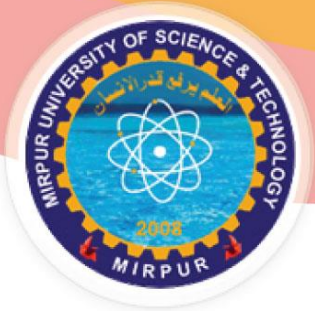
Scholarships:

MUST is providing scholarship to deserving students on the basis of their financial and educational background. MUST is committed to increase the number of scholarships for Students.

Students selected for admission to various Programs can apply for departmental merit scholarships (paid to three merit holders). In the final year, scholarship is awarded on merits.

Some scholarships from donor agencies as mentioned below are also available to students:

- Need Base Scholarship
- Ehsaas Undergraduate Scholarship Program
- National Endowment Scholarship for Talent (NEST)
- Institution of Engineers Pakistan-Saudi Arabian Center (IEP-SAC)
- Pakistan Scottish Scholarship Scheme for Young Women
- AJK-Pakistan Education Endowment Fund Scholarship
- Dr. Atta-ur-Rehman Science Scholarships
- Pakistan Engineering Council
- Pakistan Engineering Congress
- Scholarship offered by Higher Education
- The Ministry of Kashmir Affairs provides scholarships to the deserving students.
- Fauji Foundation



- Pakistan Bait-ul-Mal
- Ashai Trust
- Sara Ahmad JooSaraf
- Qarz-e-Hasna from all Banks
- Waqf-E-Kuli Khan
- Syed Nazir Hussain Shah Education Trust.
- Azad Jammu & Kashmir Government is very generous in sanctioning Zakat scholarships. Majority of students is getting full benefit of this facility.

Guardian Council:

MUST is an organization which is not only teaching and tutoring students but also reshaping their minds to become sophisticated and responsible representatives of our society. We believe that work and integrity are not to be compromised. We ourselves determine our level of excellence. A guardian council in each department has been established to have complete information about following attributes of the students:

- Economic Situation
- Health Factor
- Psychological Problems
- Studies Report
- Interaction with other students
- Participation in Class
- Habits
- Life Style



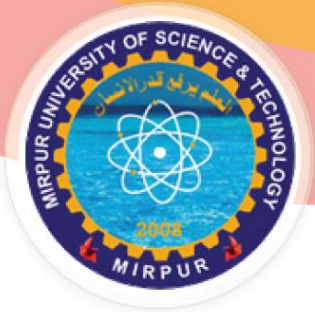


Students Societies:

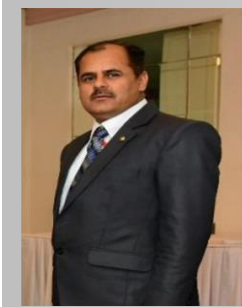
Students are offered ample opportunities to acquire and polish various social and professional skills. For this purpose, vibrant societies exist at MUST.

Under the supervision of Director Students' Affairs such as:

- Society of Computer Science & Information Technology (SOCIT)
- American Society of Mechanical Engineering MUST (ASME MUST)
- Society of Civil Engineering MUST (SCEM)
- Society of Electrical Technology (SET)
- MUST ORION
- MUST Computing Society (MCS)
- Society of Power Engineering (SOPE)
- Society of Sciences (SOS)
- ASHREE MUST
- MUST Arts & Décor Society (MADS)
- MUST Debating Society
- DHANAK Magazine Society MUST
- MUST Literary Society (MLS)
- Society for Women Engineers (SWE)
- AAINA Arts and Dramatic Society
- Youth Parliament MUST Chapter
- Irfan Shaheed Blood Donation Society
- Seerat Society MUST
- State Youth Assembly MUST Chapter
- ARFA KAREEM Computing Society
- Society of LAW (SOL)
- Student Development Circle (SDC)
- Girls Scholar Society Environmental Protection Society
- Student Welfare Society
- Disaster and Crisis Management Society
- Sports Society



ALI AHMED SHAH CENTRAL LIBRARY



CHIEF LIBRARIAN

Muhammad Yaseen Khan

Phone: +92 5827961053

E-mail: chief librarian@must.edu.pk

I welcome you on behalf of the Ali Ahmed Shah Central Library, the hub of research, a place for lifelong learning, discovery and innovation. Offering access to the multitude of resources, the Ahmed Shah Central Library aspires to provide high quality services to the educational community of MUST Mirpur. The top priorities of central library is to development of learning spaces and extension of physical facilities, progression in services, and development of collections vital for learning and research. The real aim is to create Central Library services that are convenient and efficient for students and academic staff. The bottom line is to enrich students learning experience and enable research and scholarship in both formats(traditional and electronic).The Library staff is competent and always be there to provide timely response to your academic and research information needs. We want to help you meet your research and learning goals, and trust that the resources, facilities and services we provide will prove helpful to you. I urge you to visit and use library and hope that you will consider it your educational partner and source of quality learning during your time at MUST University.

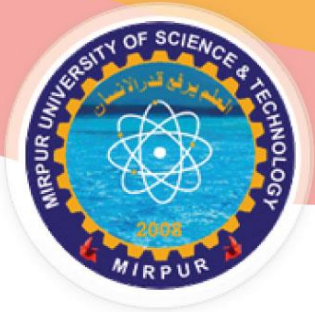


Introduction

MUST has a Central Library and 16 departmental libraries comprising of about 180,000 collection of books. The library has a rich and diverse collection of materials, especially in terms of the breadth and depth of coverage. The collection is ideally suited to encourage and support both scholarly pursuits and practical research activities. The Ali Ahmed Shah Library has a variety of material including Computer Science, Engineering, Mathematics, Management Sciences, and Earth Science, Social Sciences, General books, Fictions, Pakistan Study and Reference books. Currently located in the basement of Electrical Department, the library has a print collection of more than 22,000 volumes. About 10 serial publications and 6 newspapers are on subscription list. The Ali Ahmed Shah Central Library also offers the Book Bank services to the users

and having the collection of 3400 books. Campus wide access to more than 22,000 electronic journals and more than 40,000 e-books is available through the HECs National Digital Library Program. The library has also been equipped with all the latest Information Communication Technologies (ICTs) such as computers, multimedia, digital cameras, photocopier and high speed internet connectivity to facilitate the faculty and students.





SERVICES:

Services include two types of services; technical services and reader services in almost every type of library.

Technical Services

Technical services are very important in any type of the library. These services are helpful in searching and retrieving the book from the library. Technical service includes:

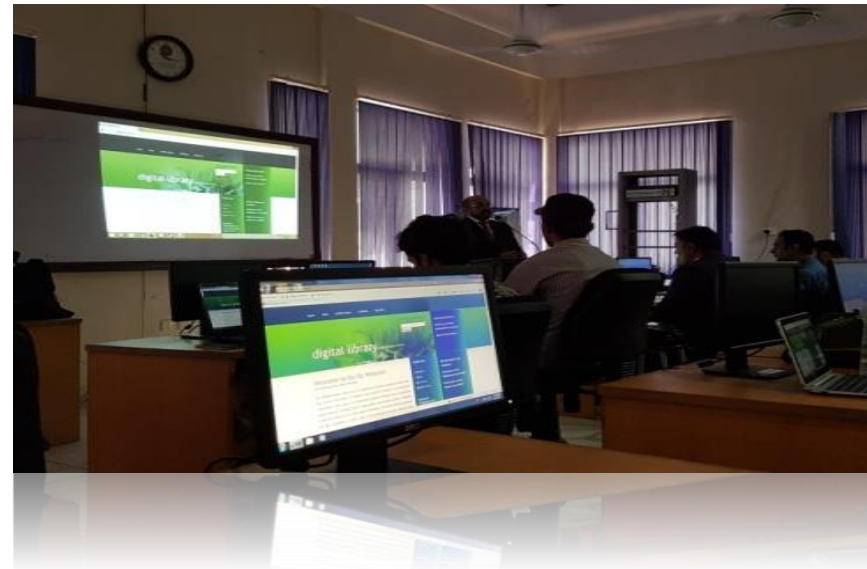
Acquisition

Acquisition department of library works for acquiring the material by students, faculty and staff of MUST. It deals with all types of content requested for library to meet the academic and research needs of MUST students, faculty and staff.

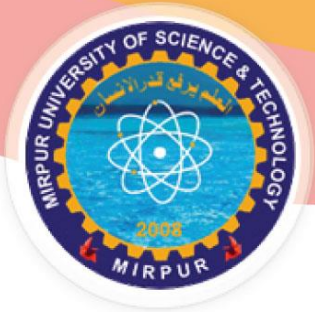
Accessioning and Classification

The Ali Ahmed Shah Central Library executes the technical services including acquisition of material, accessioning of

materials, adopted the DDC 23rd edition, allotment of subject heading via Sears List of Subject Headings and entering books in CMS.







Advanced Studies & Research Board (ASRB) Responsibilities:



Director

Dr. Javeed Akhtar

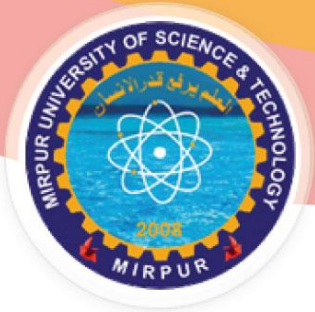
Tel: +92-5827-961116

Email: director.asrb@must.edu.pk

Office of the Advanced Studies & Research Board (ASRB) is performing following Functions and duties at the Mirpur University of Science & Technology (MUST):

- Monitor academic as well as research progress of the graduate students.
- Maintain and update files of graduate's students.

- Maintain and update academic regulations for graduate students.
- Scrutinize the synopses of thesis, course work programs, supervisor for M.Phil.
- scholars and supervisory committees of PhD scholars and manage their approval through the board.
- Scrutinize the thesis of postgraduate students to ensure their proper format as laid down by the university.
- Streamline the latest development within post graduate degree programs of the university.
- Keep liaison with other universities, research organizations and the HEC for update.
- Prepare agenda and conduct meetings of AS&RB.
- Execute the policies and decisions of AS&RB.
- Scrutinize all incentive cases for Publication and Thesis Supervision of faculty members



NETWORK AND TELECOMMUNICATION CENTER (NTC)



Director

Imtiaz Ahmad Bhat

Tel:+92-5827-960096

Email: director.ntc@must.edu.pk

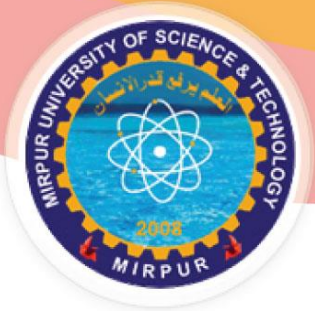
Realizing the importance of advancement in the technology, NTC (Network and Telecommunication Centre) as a separate department, was established in June 2010. The establishment of NTC department is aimed at enhancing the facility of network and telecommunication for the University. NTC at MUST Mirpur, is a team of highly dedicated and professional members, responsible for providing IT, computing, corporate trainings and consultancy services not only to the MUST campus but also to public and private organizations.

Mission Statement:

To provide the best, innovative, reliable and integrated IT solutions/support. We are committed to support/meet user requirements at MUST, Mirpur by delivering ethical, reliable, and high-quality solutions of strategic value.

Areas of Activity/Services:

In the era of technology, network and telecommunication are providing key role to run business of any organization smoothly. Network and telecommunication not only enable you to connect



and communicate locally at your office but also across the globe.

Facilities and Services, we provide are:

- Network design, installation, performance monitoring, troubleshooting, and maintenance
- Telecom Exchange installation, troubleshooting, and maintenance
- System installation, activation, troubleshooting, and maintenance
- Development, design, and maintenance of university Website
- In-house software development
- Provision of Internet Services

- Trainings and Technical support for Online Learning Management System for the faculty of MUST, Mirpur as well as for faculty of affiliated colleges
- Fiber connectivity of Jerri-Kas campus with data center at city campus
- Technical support for event management for MUST, Mirpur
- In house staff and student cards printing system

HEC Special Projects with NTC Coordination

Pakistan Educational Research Network (PERN)

PERN - Pakistan Education and Research Network is a national research and education network of Pakistan which connects premier educational and research institutions of the country. PERN focuses on collaborative research, knowledge sharing, resource sharing, and distance learning by connecting people



through the use of Intranet and Internet resources. Current bandwidth of the PERN has been increased 60 Mbps to 160 Mbps that fulfills the requirement for all the departments. This network is also used by VEPP (Virtual Education Project of Pakistan) to offer courses taught by renowned professors around the globe.

Digital Library Access

HEC National Digital Library (DL) is a program to provide researchers within public and private universities in Pakistan and non-profit research and development organizations with access to international scholarly literature based on electronic (online) delivery, providing access to high quality, peer-reviewed journals, databases, articles and e-Books across a wide range of disciplines. The e-books support program will allow researchers to access most of the important text and

reference books electronically in a variety of subject areas. Around 75,000 number of electronic contents has been made available through the Digital Library Program. To promote research-oriented environment at MUST, NTC team is coordinating chief librarian to provide a seamless access of digital libraries resources to all faculty members and students.

CISCO Academy/Short Courses

MUST is a Registered CISCO Academy for CCNA, CCNA Security and CCNP. Certified teachers with highly sophisticated lab are teaching and training latest curriculum provided by cisco with practical work on network devices.

Microsoft Testing Centre/Academy

MUST is a Registered Microsoft Academy and Certified Testing Center for MOS (Microsoft office Specialist). A considerable



number of MOS (Microsoft Office Specialist) tests have been conducted at Must, Mirpur.

HEC Smart Universities Project.

NTC team has deployed HEC Smart University Wifi and Surveillance Solution MUST, Mirpur with the following features:

- 24x7 wireless connectivity
- User based internet access (Active Directory Service)

Strengthening of Existing Facilities/ Milestones achieved

- PERN bandwidth enhanced from 160 Mbps to 365 Mbps
- 100% campus wide Wireless (Wi-fi) internet access
- Rukus wifi internet solution installed at Bhimber campus
- Internet connectivity in girl hostel at Bhimber campus
- Academic procedures have been automated by implementing CMS
- Online admission system

- In house staff and student cards printing system
- Developed and deployed Alumni website
- Helpdesk facility of complaint management system/ticketing system
- HR and payroll automation for MUST

Public Private Projects and Civic engagements

- Driving License printing turnkey Solution for Mirpur, Bhimber, and Kotli
- Developed and deployed police driving license verification website
- Technical support/consultancy to Board of Intermediate and Secondary Education (BISE) Mirpur AJ&K NTC.
- Technical support and ERP (Enterprise resource planning) development and deployment for KORT



- HealthCare4All (NGO) co-located software/application
- Technical support to President Secretariat, Muzaffarabad (AK)
- Card printing service to Mirpur Chamber of Commerce & Industries
- Service card printing for Department of Inland Revenue (Excise & Taxation Department) AJK
- Website management and hosting for Nomination Board (Higher Education Muzaffarabad)





Offices of Research, Innovation & Commercialization (ORIC)



Director

Asif Javed

E-mail: asif@must.edu.pk

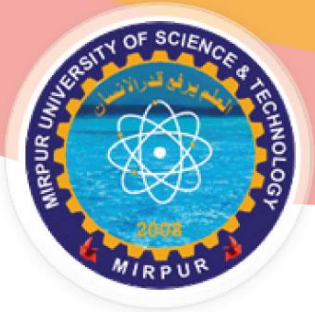
Tel: +92-5827-961114

Introduction

HEC aims to develop and sustain a dynamic and internationally competitive research sector in Pakistan that makes a major contribution to economic prosperity, national well-being and the expansion of knowledge. Promotion of Research is one of the core strategic aims of HEC. Through the initiatives launched by HEC the quality & research output emanating from the universities and institutions in country have shown tremendous improvements. In pursuit of this end HEC has started working to

organize the research activities under one umbrella by establishing Office of Research, Innovation and Commercialization (ORIC). In pursuance of the direction of HEC the university took the policy decision to establish this important office by issuing a notification No. Registrar/6328-68/2011 dated: 01-06-2011.

The minimum criteria for the establishment of ORIC have been completed in April 2013 with the aim of linking university



research directly with educational, social and economic priorities of MUST and its broader community.

Objectives/Mission

The mission of ORIC is to develop, expand, change and manage the university's research programs and to link research activities directly to the educational, social and economic process of the university and its broader community. The office is also responsible for assuring that the quality of research reflect the highest international standards and advances the stature of the university, among the world's best research institutions.

In pursuit of this mission, the Office of Research has the responsibility of guaranteeing that all research programs and policies reflect the core values of academic freedom, professional integrity and ethical conduct and full compliance

with all policies, legal requirements and operational standards of the university.

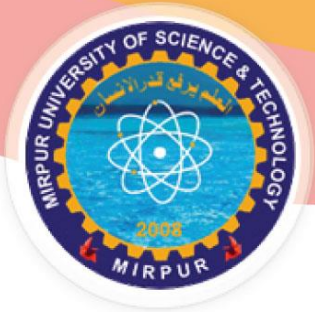
Facilities

Offices of Research, Innovation & Commercialization (ORIC) is divided into the following categories to facilitate MUST.

Research Operations

ORIC is promoting development of public-private partnerships:-

- Identify research grant opportunities for faculty to apply.
- Facilitate faculty to apply for research grants.
- Research administration, budgeting and auditing.
- Accounting and human resources management.
- Maintenance of facilities and equipment.
- Implementation of research contracts and human resources.



- Legal, administrative and financial management support of research grants

Research Development

ORIC is developing programs and activities that will:-

- Increase funding for research from all public and private sources.
- University internal funding for small projects.
- Establish and maintain excellent relationships with donors and stakeholders.
- Oversee proposal development and submission.
- Support commercialization, licensing, etc. of university research products.

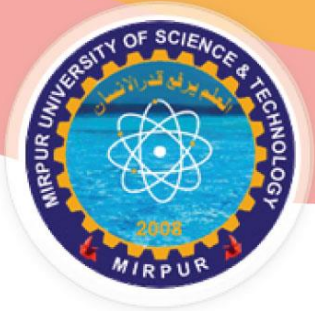
University – Industrial Linkages

ORIC is developing links with several industries of AJK & Pakistan

- To support the university research initiatives.
- Link the university's research community with the needs and priorities of the corporate sector.
- Develop opportunities for applied research and explore opportunities for technology transfer.
- Commercialization of university research.
- To follow-up of commercialization process of research products.

Contact Office of Research, Innovation and Commercialization (ORIC) for assistance and guidance on the following research related activities;

- Funding Opportunities
- Presentation of Research Work
- Organizing a Seminar, Workshop and Seminar etc.
- Patenting the Research Work

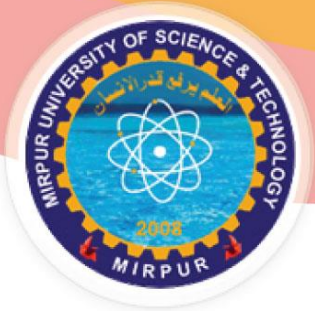


- Industrial Linkages, Commercialization of Research.

Potential Donors (National and International):

- Higher Education Commission (www.hec.gov.pk)
- Pakistan Science Foundation (www.psf.gov.pk)
- National ICT R&D Fund (<http://www.ictrdf.org.pk>)
- Pak-US Joint Academic & Research Program
(<http://publisher.hec.gov.pk/www.hec.gov.pk/pakus-rd>)
- TWAS-COMSTECH Joint Research Grants
(<http://twas.ictp.it/prog/grants/>)
- Human Frontier Science Program (www.hfsp.org)
- International Foundation for Science (<http://www.ifs.se>)

- Australian Agency for International Development (AusAID) (<http://www.usaid.gov.au>)
- East WEST center (www.eastwestcenter.org)
- European Research Council (ERC) (<http://erc.europa.eu>)
- EU Funding and Grants (http://ec.europa.eu/index_en.htm)
- International Development Research Center
(<http://www.idrc.ca>)
- Japan International Cooperation Agency (JICA)
(<http://www.jica.go.jp>)
- Sigma Xi – The Scientific Research Society



Quality Enhancement Cell



Director

Dr. Imtiaz Ahmad

Tel: +92-5827-961020

Fax: +92-5827-961020

Email: director.qec@must.edu.pk

Impact of Quality Assurance in the University

The Quality is the bench-mark through which an institution can guarantee with confidence and certainty, that the standards of its educational provision are being maintained and enhanced. The Quality Enhancement Cell (QEC) is working in the university since the establishment of the university. The Quality of the degree programs is ascertained through the set criteria and measurable standards. Mirpur University of Science and Technology (MUST), Mirpur is moving ahead on the path of

tremendous progress in higher learning sector using human and financial resources. In order to facilitate the access and enhance the quality programs, self-assessment system is implemented in the University. The process is directed at rising elevating the quality of education compatible to the international standards. The Mirpur University of Science and Technology (MUST), Mirpur is a student focused University with quality consciousness. All the stake-holders including students,



teachers and staff are committed to achieve academic excellence.

Mirpur University of Science and Technology (MUST) is committed to implement e-learning programs in accordance to the provision provided by HEC Covide-19 guidance with pledge of quality assurance. QEC is dedicated to provide all education seekers an equal opportunity to access quality education from tertiary to higher education level through online learning. QEC is focused to develop a standard mechanism of online learning, for providing affordable and flexible educational opportunities that may open doors for all learners to broaden their horizon.

QEC Vision

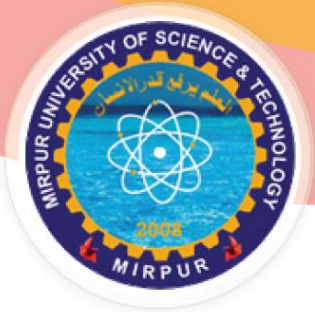
"Quality Education for Societal and National Development through Innovation, Facilitation and Accountability"

QEC Mission

"To Focus on Modern Trends of Globalization in Teaching, Learning and Research for Sustainable Academic Development through Auto-corrected Procedure for Quality Improvement in the MUST"

Mirpur University of Science and Technology (MUST) Retains W-Category in the HEC's University Quality Guide 2018

Mirpur University of Science and Technology (MUST), Mirpur retains W-Category (85- 100%) by securing 88.40% in the Pakistan's most widely read university ranking. This league table is made up of seven indicators including Quality Assurance, Teaching and Research, Student-staff ratios, SAR report completion, Civic Engagements, Awareness Seminars/ Workshops and Membership of International Bodies around the



globe. The result is the latest HEC-QAA league table success for MUST. It is worthwhile to mention here that this is the fourth consecutive year MUST has featured in the W-Category in this guide, which ranks Universities across Pakistan.

Membership of Networks of Quality Assurance

QEC-MUST is actively participating its role to enhance the quality of education at higher level. In this regard, QEC has membership of national and international networks. Currently, Director QEC is an Executive member of Pakistan's largest network of quality assurance in higher education named PNQAHE.

Membership of Network

Name of Agency	Location	Membership Status
AQPN	China	Under process
INQAAHE	Netherland Hague	Active
AQAIIW	Malaysia	Under process
Tallories Network	USA	Active
PNQAHE	Pakistan	Active



Accreditation of Programs from Relevant Councils

Name of Degree Programs	Faculty Name	Accreditation Council/ Body
B.Sc. Electrical Engineering	Engineering	Pakistan Engineering Council (PEC)
B.Sc. Civil Engineering	Engineering	Pakistan Engineering Council (PEC)
B.Sc. Mechanical Engineering	Engineering	Pakistan Engineering Council (PEC)
B.Sc. Software Engineering	Engineering	Pakistan Engineering Council (PEC)
B.Sc. Computer Systems Engineering	Engineering	Pakistan Engineering Council (PEC)
B.Sc. Electrical Engineering	Engineering	Pakistan Engineering Council (PEC)
Bachelor/ Master of Business Administration	Arts	National Business Education Accreditation Council (NBEAC)
Law	Arts	Pakistan Bar Council (PBC Azad Kashmir Bar Council)
Computer Science & Information Technology	Science	National Computing Education Accreditation Council (NCEAC)
AKSON College of Pharmacy Education	Health & Medical Sciences	Pakistan Pharmacy Council (PCP)
Computer Science & Information Technology	Arts	National Accreditation Council for Teaching Education



STUDENTS ASSISTANCE CENTRE (SAC)



Director

Dr. Nasim Akhter

Ph.D (Economics)

Phone: (92) 5827-961080

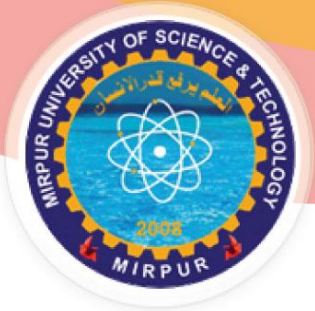
Establishment

Student Financial Aid Office (SFAO) was established in compliance with Higher Education Commissions (HEC) directives in February, 2013 and the Senate of the University has approved its establishment in its 4th meeting vide notification no. F.2/senate (4-M) i-47/6346-86/2013 dated: 30-07-2013. Due to statutory requirements of the University, the title of Student Financial Aid Office (SFAO) was renamed into Student

Assistance Centre (SAC) vide order no. R/5208-58/18 dated: 12-03-2018.

Mission

The SAC is primarily established to facilitate and uplift the underprivileged students who intend to achieve academic excellence but lack of financial resources is one of the greatest roadblocks to follow their dreams. SAC coordinates grants of scholarships received from various national / foreign scholarship awarding agencies for MUST students enrolled in



various disciplines and study programs. SAC provides guidance through advisory and counselling services to the students who are in need of scholarships for pursuance of their studies and research programs.

Key Roles

- Execute / implement and operate the financial assistance Scheme(s)/ programs of the Government / HEC / MUST and other donors.
- Establish regular communication flow between the MUST and the students/parents. Co-ordinate with all stake holders regarding the financial assistance /aid programs.
- Establish essential manual and automated processes to award financial assistance in a timely manner to Award financial assistance/Scholarships to qualified students, according to institutional and Govt. requirements.

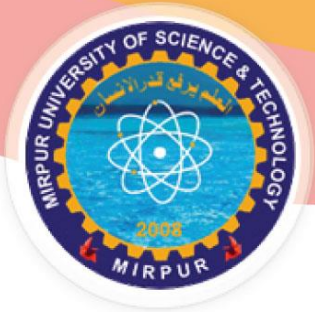
- Create awareness; build relationships with the society for humanitarian support to higher education. Provide individual student/parent assistance in completing necessary applications and managing personal resources as they are needed to augment financial assistance in covering educational expenses.

Scholarship Opportunities

Following Scholarships are being offered as per donors and MUST policies.

1. Ehsaas Undergraduate Scholarship Program

Ehsaas undergraduate scholarship program has been launched by Government of Pakistan in 2019 to support bright but financially challenged students all over Pakistan. There are 296 scholarships in total have been allocated for MUST students for



financial year 2019-20. For detail follow the link;
www.ehsaas.hec.gov.pk

2. MUST Merit-based Scholarships

The amount of this scholarship is Rs.6000/- per semester. More than 300- students get benefit on annual basis from this program since 2013. This scholarship aims to support 5% students of each semester on the basis of their academic performance.

3. MUST Need-Based Scholarships

50-scholarships are being awarded since the academic year 2014 to the underprivileged first-year enrolled students of subsidized (Merit basis) category in undergraduate program. The scholarship is awarded according to the principles and procedures laid down by the HEC for Need Based Scholarship program. The component of the scholarship is fixed @ Rs. 9000/- per semester or as determined by the University subject

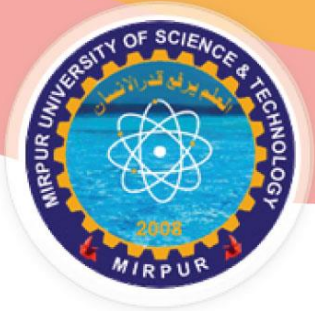
to the availability of funds. This scholarship supports for one academic year only. Scholarships forms are available at university website; www.must.edu.pk

4. Students-Guardians Insurance Scheme:

The University waives-off tuition fee and grants Rs.5000/- per month as stipend. This scholarship supports students whose parent or guardian died during the educational period of the student enrolled in The University . The form is available at University website; www.must.edu.pk

5. HEC Need Based Scholarships:

The HEC Need-Based Scholarship helps the financially disadvantaged undergraduate students on subsidized (Merit basis) category for full duration of their undergrad study program. The components of scholarship are (i) refund of tuition fee and (ii) Rs. 6000/- per month as stipend. The detail of this scholarship is available at HEC website link:



<https://www.hec.gov.pk/english/scholarshipsgrants/Pages/NationalScholarships.aspx>. Scholarship form is available at University website; www.must.edu.pk

6. Pakistan Scottish Scholarship Scheme for Young Women:

There are to be 6-8 scholarships awarded annually under this scheme. The aim of this scholarship program is to increase the number of women who want to pursue postgraduate level degrees but lagging behind due to financially disadvantaged backgrounds. The detail is available at website <https://www.britishcouncil.pk/programmes/education/scholarships>

7. HBL Foundation Scholarship Scheme:

95-scholarships are being awarded since the academic year 2015 to financially challenged and low income students under the rules & regulations notified by the MUST. The component of scholarship is stipend @ Rs. 8000-12000 per semester. The

application form and detail of scholarship is available at University website www.must.edu.pk.

8. Laraib Energy Ltd. Scholarship

14-Scholarships are being awarded since the academic year 2018 to the low income background students from various disciplines of Faculty of Engineering. The scholarship awards Rs. 10714/-per semester as a stipend. The application form and detail of scholarship is available at University website www.must.edu.pk/wpcontent/uploads/2015/11/Application-form-Laraib-Energy-scholarship-pdf

9. Institution of Engineers Pakistan-Saudi Arabian Centre (IEP-SAC)

08- Scholarships are being awarded annually since the academic year 2018 to the financially challenged and low income background students of Faculty of Engineering. The component of scholarship is stipend @ Rs. 12,500/- per semester. The application form and detail of scholarship is



available at University website; www.must.edu.pk/wp-content/uploads/2015/11/IEP-SAC.pdf

10. Sara Ahmed JooSaraf Trust

12- Scholarships are being awarded since the academic year 2018 to the financially challenged and low income students of various disciplines of Faculty of Natural & Applied Sciences. This scholarship awards Rs. 18,000/- per semester as a stipend. The application form and detail of scholarship is available at University website

www.must.edu.pk/wp-content/uploads/2015/11/SAJS-application-form.pdf.

11. National Endowment Scholarships for Talent (NEST)

This scholarship waives off the tuition fee of two semesters to support the financially underprivileged students. 17- Scholarships are being awarded since the academic year 2018. The application form and detail of scholarship is available at

www.scholarships.nest.org.pk/wp-content/uploads/2020/01/ArtsAndCulture-scholarship-Application-Form-NEST.pdf

12. Punjab Educational Endowment Fund

PEEF has allocated 65 scholarships for MUST. This scholarship is for the students of master degree programs in various disciplines of Faculty of Natural & Applied sciences and Faculty of Social sciences and Humanities. Follow the link for further details www.peef.org.pk/Scholarships_Main.html

13. Prime Minister's Electric Wheel Chair Scheme for University Students

Higher Education Commission (HEC) has launched 'Prime Minister's Electric Wheelchair Scheme for public sector Universities Students' who have physical disability of movement and intend to continue their higher education. The application form and detail of scholarship is available at: <https://www.hec.gov.pk/english/services/students/wheelchair/pages/How-to-Apply.aspx>



14. Prime Minister's Fee Reimbursement scheme

Prime Minister's Fee Reimbursement scheme is active since 2013. A total of Rs. 209.005 million has been disbursed among Masters, MS/M.Phil and Ph.D students. For further details www.hec.gov.pk/English/scholarshipgrants/pages/nationalscholarships.aspx

15. Numbers of other regular stipends/scholarships

The following organization / trusts and NGO's are directly offering different amount of stipends / scholarships to the University students regularly. The students are advised to visit the websites/ offices of such organizations and apply directly through concerned HOD's for scholarship. SAC provides

information and guidance to students and also verifies that no student is getting benefits from more than one source.

- i. Pakistan Bait-ul-Mall
- ii. Fouji Foundation
- iii. Teachers Foundation grant for the children of teachers only
- iv. Benevolent Fund grant for the children of Government and University employees.
- v. Zakat Fund grant of AJK- Pakistan Government.
- vi. AJ&K Council Scholarship Scheme.
- vii. AJ&K State Talent Scholarship Scheme
- viii. AJ&K Educational Endowment Fond Scheme
- ix. GilgitBaltistan council Scholarship Scheme
- x. Institute of Electrical Engineers, Pakistan scholarship
- xi. Pakistan Engineering Council, Islamabad



Provost Hostels



Engr. Dr. Muhammad Ilyas Menhas
Tel & Fax: 05827-961116
Email: provost@must.edu.pk

MUST, provide accommodation in well-furnished hostels having all important facilities required for students. Accommodation in hostels is a privilege and cannot be claimed as a matter of right. Residential accommodation is an equal and merit based opportunity. Proper boarding, lodging and mess facilities are available to the residents. All University Hostels are under the direct supervision of the Provost who is assisted by Superintendent and Deputy Superintendents of each hostel. The Provost serves as overall in-charge of all hostels and sets policy guidelines for the hostel administration.

1. Iqbal Hostel (City Campus) 201
2. Abu-Bakar Hostel (City Campus) 171
3. Quaid-e-Azam Hostel (City Campus) 72
4. Maryam Girls Hostel (Home Economics Campus) 150
5. Fatima Girls Hostel (Bhimber Campus) 60

University Hostels

A new building (Boys Hostel) of capacity approximately 180 seats will be handed over to the Administration in near future.





Allotment Procedure:

- Students desirous of hostel accommodation are required to apply on the prescribed hostel allotment form on or before the last date announced by hostel administration.
- Students shall submit duly filled forms, along with three attested passport size photographs, fee challan form and DMC. No allotment form will be accepted after due date.
- The Provost office will display a merit list after necessary scrutiny of allotment forms.

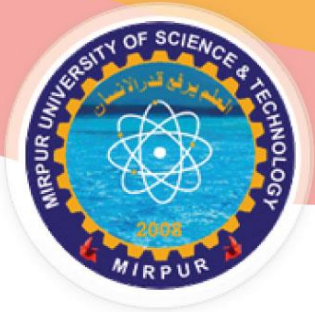
General Rules:

- All complaints regarding any student and any queries or problems relating to hostel shall be brought forth the Hostel Deputy Superintendent. Students must never take matters into their own hands.
- The residents of the hostels are required to abide by the rules and regulations lay down on the allotment form and notified from time to time by the hostel and university administration. Violation of hostel rules shall render a resident liable for imposition of fine and /or expulsion from the hostel.

- Every student shall be issued a boarder card, after due verification. The students must keep these cards at all times.
- Sports
- The indoor sports facility e.g. Table tennis, Badminton and Basketball etc. are available for students.

Hostel Mess

- Each hostel resident will automatically be considered as a member of the hostel mess.
- The hostel mess will be monitored by a Mess Committee comprising of Resident students of the hostel appointed by the Superintendent with the approval of the Provost. The hostel mess shall remain open during the time prescribed for each meal.
- All the members of the mess shall take their meals in the Dinning Hall of the hostel. No meals shall be served in their rooms.
- Smoking is strictly prohibited in the hostel mess and premises.



SPORTS



Director

Engr. Muhammad Shabir Mirza

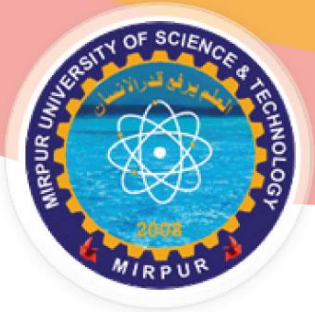
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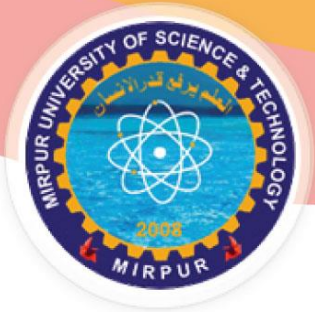
Director Sports who is assisted by a Director Physical Education (Female) is responsible for providing all the sports facilities to students. The Directorate is strongly committed to providing the finest environment possible for performing sports activities and providing all students with opportunity to participate in the sports of their interest. University life is not all work and no play. Sports activities help the students to make new friends. Competitive Sports at the University enjoy a successful profile. The dynamic sports Programs have been prepared with a view to providing the skills and knowledge needed for effective participation in sports activities. The Directorate offers a wide range of competitive, individual and team sports to suit all tastes and interests. The

Directorate provides the facilities to take part in different sports activities in the evening on daily basis. The Sports activities carried out throughout the academic year include:

Athletics, Badminton, Football, Hand Ball, Cricket, Volley Ball, Hockey, Basketball, Table Tennis, Roving, Tekking, Mountaineering, Hike and Kabaddi. The Department also organizes/manages the participation of the University teams in All-Pakistan inter-University

sports championships in different provinces of Pakistan as well as Azad Kashmir. The students are encouraged to participate in sports of their liking throughout the year. During the academic year sports week has been arranged.





Admission Policy 2020

The Admission Policy is hereby disseminated with effect from Semester Fall-2020. This policy shall be read in coincidence with the Academic Rules/Regulations of the university (university calendar Vol-II). In matters where this policy is silent, relevant rules, regulations mentioned in calendar Vol-II shall apply. The admission requirements are revised by the HEC from time to time which shall be complied with, and shall take primacy over this policy.

1. Overview of Admission Policy

- 1.1. This document contains the admission policy & procedures of Mirpur University of Science and Technology. When any conflict or difference of interpretation occurs, this document shall hold precedence over all others except the University Ordinance
- 1.2. These policies and procedures are subject to change from time to time on recommendations of Statutory Bodies of the University.

2. Admission Policy Statement

To fascinate students who are academically sound and have the ability to enhance their knowledge and contribute to the learning environment and benefit from the ethos and activities at the University.

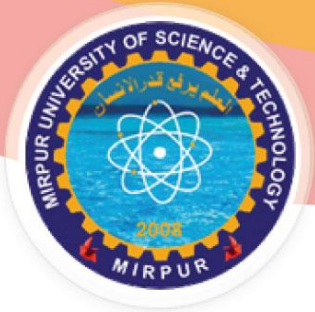
3. Purpose

To provide a clear set of principles to the applicants, parents and advisors about admission in all courses of study at University and to ensure processes are transparent and decisions are consistent and fair.

4. Aims and Objectives

The aims and objectives of the Admissions Policy are to:

- a. Provide guidance to applicants about the admission process.
- b. Improve the quality and receptiveness of the admission process;
- c. Ensure fairness and equitable access to academic programs;
- d. Empower applicants by allowing them to manage their applications online;



- e. Ensure that the university's legal liabilities are managed effectively through consistent and appropriate admissions processes.
- f. Encouraging students to benefit from higher education being offered at University.

5. Principles of Admission Policy

The University is committed to

- a. Maintain the highest academic standards
- b. Ensure that its admissions and recruitment processes are fair, open and transparent
- c. Apply transparent, explicit, clear and consistent policy and procedure to all students.
- d. Select students on the basis of their individual merits, abilities and aptitudes.
- e. Constantly monitor and review of admissions practices and procedures to respond to any changes in the institutional mission and external factors including changing patterns in the applicant market.

6. Admission Procedure

- 6.1. The University shall advertise admissions for all the disciplines of undergraduate, graduate and postgraduate programs through electronic and print media and Website of the University on dates as may be fixed by the University from time to time.
- 6.2. University offers applicants the facility to apply online for admission to its academic programs.
- 6.3. Only online application shall be accepted on or before the stipulated deadline and No hard copy of the form/ and credentials shall be required. However, all responsibilities of the provided data in the application shall rest upon the applicant. In case of any discrepancy, the admission shall be cancelled at any stage of the degree.
- 6.4. Applicants should be aware, that the presentation of incorrect information or document(s) in connection with admission is a criminal offense and the University reserves the right to initiate appropriate action.
- 6.5. The submitted applications shall be acknowledged by the text message on the applicant's given cell number.



Degree wise electronic list of all applicants shall be displayed on MUST admission portal (<https://MUST.edu.pk>) after the closing date of the admission. The missing candidates (if any) may contact, Director Students Affairs, MUST (dsa@must.edu.pk) before the date of merit list. Otherwise, the claim shall not be entertained after the display of Merit Lists.

6.6. The University shall establish Admission Facilitation Centre's at the following venues, equipped with IT services, for the guidance of the desiring applicants;

- a) Director Students Affairs
City Campus MUST Mirpur
Ph.: 05827-961045, 05827-960096
- b) MUST Campus Bhimber Office of the coordinator
campus
Ph.: 05828-960007
- c) MUST Campus Palandri Office of the coordinator
campus
Ph.: 05825-960031

6.7. All admissions in under graduation and graduation shall be made through Admission Committee consisting of

three members recommended by the concerned Dean of the Faculty and approved by the Vice Chancellor. The Senior most member of the Committee shall be the Chairperson and junior most member shall be the Secretary of the Committee

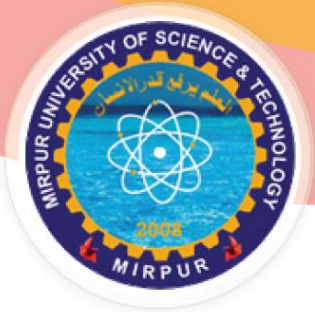
6.8. List of selected candidates shall be displayed on the notice board and MUST admission portal (<https://must.edu.pk>) as per admission calendar.

6.9. An applicant can file the admission grievance(s) (if any) in writing along with all required documents to the office of the respective Faculty Dean for redressed.

6.10. All the selected candidate mentioned in any merit list shall present all the credentials in original for verification to respective Faculty Admission Committee (FAC). Verified applicants shall submit two sets of attested copies of all certificates/degrees and four recent passport size photographs (with blue background). Faculty Admission Committee (FAC) shall issue Chillan form for the deposit of 1st-semester dues/Fee.



- 6.11. The admission dues/fee shall be deposited during the stipulated period in the designated branches of banks.
- 6.12. The undergraduate degree programs shall be offered on the basis of relevant first (1st) year examinations of Intermediate or equivalent, BA, BSc or equivalent or first two-year results of Diploma of Associate Engineering (DAE) duly recognized by Pakistan Board of Technical Education (PBTE).
- 6.13. For MS/MPhil & PhD, all the selected candidates mentioned in any merit list shall present all the credentials in original for verification to respective Departmental Admission Committee (DAC). Verified applicants shall submit two sets of attested copies of all certificates/degrees and four recent passport size photographs (with blue background). The Convener of DAC shall issue challan form for the deposit of 1st-semester dues/Fee.
- 6.14. The graduate and postgraduate degree programs shall be offered on the basis of complete terminal degree.
- 6.15. There will be no reserved seat(s) for graduate and postgraduate degree programs.
- 6.16. Considering resources, the minimum required number of seats to initiate degree program(s) shall be decided by the notified committee.
- 6.17. The Campus/Faculty wise number of seats for various Undergraduate degree programs are mentioned however, in special circumstances (not to be mentioned) University reserves the rights not to offer degree program(s). In such cases, the deposited fee/dues shall be refunded as per MUST policy.
- 6.18. A candidate can mark his/her preference for admission for more than one-degree programs within a Faculty; however, for other Faculty a separate admission form shall be submitted.
- 6.19. A candidate shall have to pay @ Rs 1500/= as admission processing fee, whereas Rs 300/= shall be charged for each extra degree program of the same faculty within the stipulated time as mentioned in the admission advertisement/calendar. A separate admission



application/processing fee shall be submitted by candidate(s), if they are desirous to apply in programs of different faculties.

6.20. Subject to the availability of seat/merit and prior to the submission of application in more than one discipline(s), a candidate shall be allowed changing major discipline within the stipulated time.

6.21. In case of “O”, “A” level education in Pakistan or abroad a Marks Equivalence Certificate (MEC) from Inter Board Committee of Chairmen (IBCC), Islamabad, Pakistan or Higher Education Commission (HEC), Islamabad, Pakistan shall be required respectively.

6.22. In case of any other relevant equivalent degree, the Equivalence Certificate from HEC shall be required.

6.23. The required calculation of percentage from CGPA for other than MUST candidates (if any), MUST, CGPA conversion formula shall be followed.

6.24. In case seats remain vacant after the completion of admission process, the late admission may be offered to the candidates falling next in merit not later than 3rd week after the commencement of the semester. However, in such case the student shall be responsible to make up any kind of deficiencies.

Age relaxation Policy of Azad State Jammu and Kashmir

Degree Program	Upper Age Limit	Maximum Age Relaxation
All Undergraduate Degree Programs including; BS/BBA (4 years)/LLB/ BS-Engineering Technology /BSc-Engineering and Associate Degrees (after 12 years of education)	24	Five Year for Females Two Year for Males
All Undergraduate degree programs including; MA/MSc (2 years)/M-Com (after 14 years of education)	26	Five Year for Females Two Year for Males

Note: For MUST Business School (MBA)’s Master Program and graduate, post graduate degree programs there is no upper age limit of applicants.



7. Degree Programs:

The following degree programs shall be offered in the University

7.1. Faculty of Arts and Humanities

1- Undergraduate Degree Programs (Full Time Morning)
1. BS-English (Bimber Campus)
2. BS- Sociology
3. BS-Islamic Studies
4. BS-Media & Communication Studies
5. BS- International Relation
6. BS- Economics (Bimber Campus)
7. BS- Home Economics
8. BS-Fashion Designing
9. BS- Tourism & Hospitality (Pilandri Campus)
2- Undergraduate 05 Years Degree Programs
1. BA-LLB
3- Master 02 Years Degree Programs
1. Arabic
2. Education
3. English (Bimber Campus)
4. Islamic Studies
5. Economics (Bimber Campus)

4-Teacher Training Degree Programs
1. B.Ed. Secondary (1.5 Yrs.)
2. B.Ed. Elementary (2.5 Yrs.)
3. B.Ed Elementary (4 Yrs.)
5- Graduate Degree Programs MS/MPhil (Full Time Morning)
1. Economics (Bhimber Campus)
2. Islamic Studies
3. Education



7.2. Faculty of Engineering and Technology

1-Undergraduate Degree Programs (Full Time Morning)
1. BS- Civil Engineering
2. BS- Computer System Engineering
3. BS- Electrical Engineering
4. BS-Mechanical Engineering
5. BS- Software Engineering
2-Undergraduate (Full Time Morning)
1. BS-Civil Engineering Technology
2. BS-Electrical Engineering Technology
3. BS-Mechanical Engineering Technology
3-Graduate Degree Programs M.Sc./MS (Full Time Morning)
1. Civil Engineering
2. Computer Systems Engineering
3. Electrical Engineering
4. Energy Systems Engineering
5. Mechanical Engineering
6. Software Engineering
4-PhD
1. Civil Engineering
2. Electrical Engineering
3. Mechanical Engineering

7.3- Faculty of MUST Business School

1-Undergraduate Degree Programs (Full Time Morning)
BBA-Accounting and Finance
1. BBF-Banking and Finance
2. BS-Commerce
2-Master Degree Programs (Full Time Morning)
1. MBA (3.5 Yrs.)
2. M.Com (2 Yrs.)
3-Master Degree Programs (Full Time Evening)
1. MBA (2 Yrs. Executive)
2. MBA (1.5 Yrs.)
4-Graduate Degree Programs MS/MPhil (Full Time Morning)
1. Management Sciences



7.3- Faculty of Natural & Applied Sciences

1-Undergraduate Degree Programs (Full Time Morning)

1. BS-Biotechnology
2. BS-Botany (Bhimber Campus)
3. BS-Chemistry
4. BS-Computer Science
5. BS-Information Technology
6. BS-Mathematics
7. BS-Physics
8. BS-Statistics (Bhimber Campus)
9. BS-Zoology
10. BS- Forestry (Pilandri Campus)

2-Graduate Degree Programs MS/MPhil (Full Time Morning)

1. Computer science
2. Mathematics
3. Physics
4. Chemistry
5. Zoology
6. Biotechnology
7. Botany (Bhimber Campus)

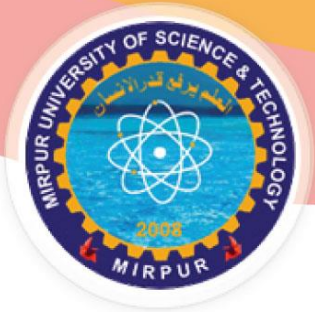
3-PhD (Full Time)

1. Mathematics
2. Physics
3. Chemistry
4. Biotechnology
5. Botany (Bhimber Campus)

7.4- Faculty of Health and Medical Sciences

1-Undergraduate Degree Programs (Full Time Morning)

1. BS - Human Nutrition & Dietetics (HND)
2. Doctor of Physical Therapy (DPT)
3. BS – Medical Lab Technology (MLT)



8. Basic Criteria to apply for Undergraduate Degree Programs (BS/BBA(04 Years/8 semesters)/LLB/DPT(5 Years/10 semesters)/BS-Engineering Technology/BS-Engineering (04 Years / 08 semesters)/ after 12 Years of Education)

8.1. Subject to the verification of the minimum required criteria and relevance of the subject by the Faculty Admission Committee (FAC), the provisional admission shall be awarded on the Merit of the First (1st) Year examination of Intermediate or equivalent or the First Two Years' accumulative results of DAE or equivalent marks obtained; however, the fulfillment of relevant minimum criteria shall be required to apply for admission.

8.2. In this regard, the candidate shall have to submit an affidavit (already given in the online admission application form) confirming that he/she shall meet all

the required respective minimum criteria mention in the advertisement with at least 45%, 50%, and 60% respectively required marks in the 2nd / Final Year of the relevant annual examinations; otherwise, the provisional admission shall stand cancelled and The cancelled admission in this category full fee shall be refund according to HEC policy.

8.3. Merit Determination Criteria

The merit shall be determined of above mentioned degree programs as follow.

1- Weightage of Entry Test Marks	30%
2- Weightage of Matric Marks	25%
3- Weightage of FA/F.Sc (1st Year) Marks	45%
Total:	100



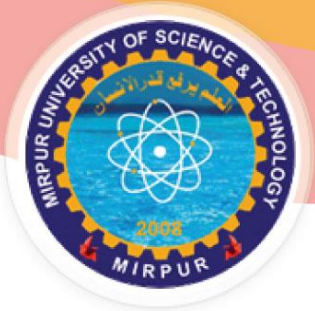
8.4. Pre-requisites for Admission:

The pre-requisites and other requirements (if any) for admission in Undergraduate Degree Programs are as under

Degree Program	Pre-Requisites
1- BS-English 2- BS-Islamic Studies 3- BS-Media and Communication Studies 4- BS-Economics 5- BS-International Relations 6- BS-Sociology 7- BS-Tourism & Hospitality 8- BS-Fashion Designing 9- BS Home Economics 10- B.Ed. Elementary 11- BS-Banking and Finance 12- BS-Commerce 13- BBA-(Bachelor of Business Administration)	Intermediate or equivalent with at least 45% marks
14- BS-Biotechnology 15- BS-Botany 16- BS-Zoology 17- BS- Human Nutrition and Dietetics 18- BS – Medical Lab Technology (MLT) 19- BS- Forestry	Intermediate (F.Sc. Pre-Medical only) with 45% marks for all, 50% marks for Biotechnology and 60% for Human Nutrition and Dietetics and Medical Lab Technology (MLT)



20- BS-Chemistry	Intermediate (F.Sc. Pre-Engineering or F.Sc. Pre Medical)
21- BS-Mathematics	F.Sc. (Pre-Engineering), ICS in Mathematics and any one of Physics, Statistics or Economics or equivalent or F.A. in Mathematics, Statistics and Economics marks (2nd Division) or F.Sc Pre Medical with Additional Mathematics with minimum 45%
22- BS-Physics	F.Sc. (Pre-Engineering) in Physics, Mathematics or equivalent or F.Sc Pre Medical with Additional Mathematics with minimum 45% marks (2nd Division).
23- BS-Statistics	Intermediate (F.Sc. Pre-Engineering or Intermediate or General Science Group with Statistics)
24- BS-Computer Science 25- BS-Information Technology	F.Sc./ F.A (Economics/ Statistics, Mathematics, Physics), ICS, I.Com, Diploma in IT/ Electronics or equivalent to Intermediate with 50% marks.
26- LLB	Intermediate or equivalent with at least 45% marks NOTE: Qualified Law Admission Test (LAT) conducted by HEC shall be required.
27-Doctor of Physical Therapy (DPT)	F. Sc. (Pre-medical) with minimum 60% Marks
28- BS Civil Engineering 29- BS Computer System Engineering 30- BS Electrical Engineering 31- BS Mechanical Engineering 32- BS Software Engineering	<ul style="list-style-type: none"> At least 60% marks in Intermediate (FSc; Pre-Engineering or Pre-Medical with additional Mathematics or equivalent) NOTE: Three-year Diploma in Associate Engineering (DAE) in the relevant technology duly recognized by Pakistan Board holders may apply against reserved seats in relevant BS-Engineering degrees. However, MUST Entry Test shall be required to apply for BS Engineering degrees
33- BS Civil Engineering Technology 34- BS Electrical Engineering Technology 35- BS Mechanical Engineering Technology	Intermediate FSc Pre-Engineering, FSc Pre-Medical with additional Mathematics or relevant DAE with at least 50% marks NOTE: No Entry Test is required



9. Basic Criteria to Apply for Degree Programs: MA/MSc/MBA/MCom (after 14 Years of education);

9.1. Subject to the verification of the minimum required criteria and relevance of the subject by the Faculty Admission Committee (FAC), the provisional admission shall be awarded on the Merit of BA/BSc/B Com (third semester or third year results) or equivalent marks obtained; however, at least 45% marks to apply for admission to all Undergraduate degree programs MA/MSc/ MBA and M-Com (after 14 years of education) shall be required.

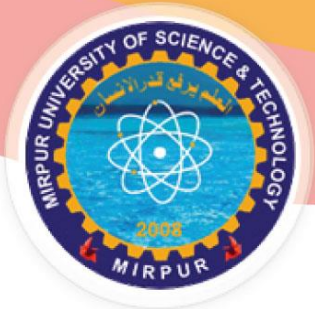
9.2. In this regard, the candidate shall have to submit an affidavit (already given in the online admission application form) confirming that he/she shall meet all required respective minimum criteria with at least 45% required marks in the final year / 4th Semester; otherwise, the provisional admission shall stand cancelled. The cancelled admission in this category the

fee shall be refunded according to HEC fee refund policy.

9.3. Merit Evaluation Criteria

The merit shall be determined for admission in above mentioned degree programs as follow.

- 1- Weightage of Entry Test Marks
30%
- 2- Weightage of Matric Marks
10%
- 3- Weightage of FA/F.Sc. Marks
20%
- 4- Weightage of BA/B.Sc. (3rd Year) Marks
40%



9.4. Pre-requisites for Admission

The pre-requisites and other requirements (if any) for admission in this category are as under:

Degree Program	Pre-Requisites
1. MA Islamic Studies 2. MA Arabic 3. MA English 4. MSc Botany 5. MSc Computer Science (MCS) 6. MA Economics 7. MSc Physics 8. MSc Chemistry 9. MSc Zoology	200 marks in the relevant subject in the last degree and overall at least 2 nd division.
10. MBA: 3.5 Years 11. MA Education	BA/BSc/BCom or equivalent with at least 2 nd division.
12. MBA Executive 2 Years	BA/B.Sc./B.Com (14 years of Education) with at least 2 nd division, plus 4 years' experience or 16 years of Education with 2 years' experience at administrative/ Industry Level.
13. MBA 1.5 Years	BBA/ B.Com (4 Years) with 2 nd division

14. MSc Mathematics	Mathematics with 400 with 2 nd division
15. M.Com	B.Com (IT) / Associate Degree in Accounting & Finance with 2 nd division.
16. B. Ed Elementary 2.5 years (after 14 years Education)	BA/B.Sc. or equivalent with 2 nd division.
17. B. Ed Secondary 1.5 years (after 16 years Education)	MA/MSc/BS Graduates or equivalent with at least 2 nd division.

10. Admission Regulations For MS/ M.Phil Degree Programs (after 16 Years of education)

10.1. The departmental admission committee (DAC) shall ascertain the eligibility of the candidates by scrutinizing the admission form. The provisional list of shortlisted candidates shall be displayed on departmental notice board and MUST website.

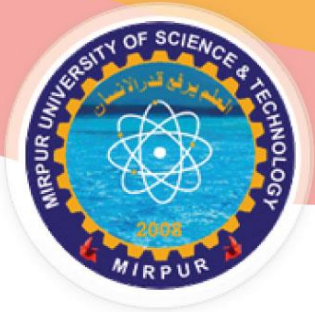
10.2. The short listed candidates shall provide the GAT-General (www.nts.org.pk/gat/gat.asp) conducted by the National Testing Service with a minimum 50% cumulative score. The GAT-General test is valid for a period of two years.



- 10.3. If the Test is not available in NTS subject list, then a University Committee consisting of at least 3 PhD faculty members in the subject area and approved by the HEC will conduct the Test and qualifying score for this will be 60%.
- 10.4. The interviews of short listed candidates shall be conducted by the DAC with intimation to the Director ASRB.
- 10.5. The Admission Committee will grant admissions subject to the approval by the Advanced Studies & Research Board (ASRB). The cases need to be submitted before the start of sessional examination of the first semester. The ASRB will be responsible to respond back before the start of terminal examination of the first semester.
- 10.6. The number of scholars to be admitted shall be such as may be determined by the competent authority in consultation with the Chairperson/ Director of the department.
- 10.7. There shall be an admission committee for each department which shall perform functions as specified

from time to time. The four members committee shall have tenure of three years. It shall consist of the following: Dean of the concerned Faculty (Chairperson of the Committee), Chairperson/ Director of the concerned Department/ Institute/ Centre/ School/ College/ Affiliated Institution, two Senior faculty members of the relevant discipline to be nominated by the Dean on the recommendation of concerned Head, approved by the Vice Chancellor.

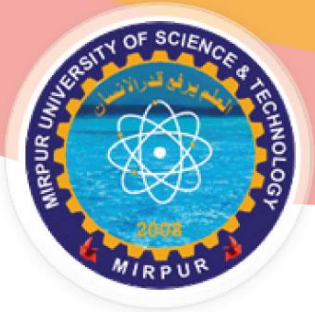
- 10.8. Admissions will be granted on open merit basis (there is no quota seat). However, foreign candidates will be selected through the Federal Ministry of Education, Government of Pakistan.
- 10.9. The candidate has to produce at the time of the first enrolment, a certificate from the Medical Officer of any public sector hospital to the effect that he/ she is free of any communicable disease or mental or physical disability which is likely to stand in the way of his/ her pursuit of higher studies and research.



- 10.10. The candidate must also produce character certificate issued by the Head of Institution last attended by the student testifying good moral character of the student. All those candidates, who were punished by any Degree Awarding Institutions (DAI's) for acts of indiscipline and other undesirable activities and were awarded major penalties, shall not be admitted to postgraduate studies in the University under any circumstances. All other candidates, who were, awarded minor penalties for more than once shall not be admitted to the postgraduate studies in the University either.
- 10.11. All the employees of public sector organizations have to produce the certificate of study leave to pursue the

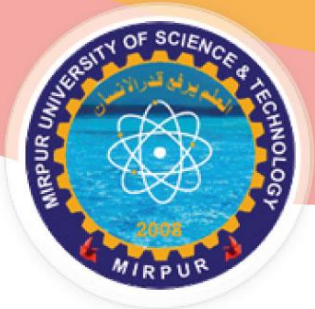
studies as a regular student from their respective head offices.

- 10.12. The employees of the University appointed on permanent/ adhoc/ contract basis shall be allowed to join the programme, classes as whole time regular scholars without obtaining leave of absence. Such employees shall have to produce a certificate from the concerned Head to the effect that the normal work of the department will not be affected.
- 10.13. The selected candidates will have to produce HEC attested degree of previous class within a month of their admission.



10.14. Merit Evaluation Criteria

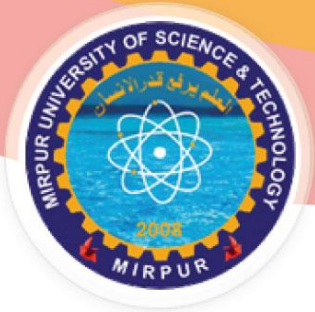
- a) A candidate shall be selected on the basis of cumulative merit to be determined from his/ her past academic record and achievements in the written tests conducted by the Controller of Examinations and Interview by Admission Committee of the concerned discipline.
- b) The allocation of marks for determining merit shall be as follows:
- | | |
|--------------------|----------|
| i. Academic Record | 55 marks |
| ii. Admission Test | 35 marks |
| iii. Interview | 10 marks |
- c) The distribution of marks allocated to the academic record shall be as under:
- (a) $[\text{Marks obtained in B.Sc. (Engg.)/ BS (4 years)} \div \text{Total Marks}] \times 40 + [\text{Marks obtained in F.A./F.Sc.} \div \text{Total Marks}] \times 15.$
- (b) $[\text{Marks obtained in M.A./ M.Sc.} \div \text{Total Marks}] \times 20 + [\text{Marks obtained in B.A./ B.Sc.} \div \text{Total Marks}] \times 20 + [\text{Marks obtained in F.A./ F.Sc.} \div \text{Total Marks}] \times 15.$
- (c) $[\text{Marks obtained in BS (5 years)} \div \text{Total Marks}] \times 40 + [\text{Marks obtained in F.A./F.Sc.} \div \text{Total Marks}] \times 15.$
- (d) $[\text{Marks obtained in BS (6 years)} \div \text{Total Marks}] \times 55.$



10.15. Pre-requisites for Admission

Degree Program	Pre-Requisites
1. Civil Engineering 2. Computer Systems Engineering 3. Electrical Engineering 4. Energy Systems Engineering 5. Mechanical Engineering 6. Software Engineering	<ul style="list-style-type: none"> B.Sc. Engineering or equivalent qualifications in the relevant subject with at least 65% marks, no 3rd division in the academic record and duly registered with the Pakistan Engineering Council. For Energy Systems Engineering, B.Sc. Engineering in Mechanical, Electrical, Civil, Environmental or Chemical with at least 65% marks, no 3rd division in the academic record and duly registered with the Pakistan Engineering Council.

1. Mathematics 2. Physics 3. Chemistry 4. Zoology 5. Biotechnology 6. Botany 7. Computer Science 8. Management Sciences 9. Education 10. Economics 11. Islamic Studies	<ul style="list-style-type: none"> M.Sc./ BS (Hons) in equivalent qualifications in the relevant subject with at least 65% marks, no 3rd division in academic record. For Biotechnology M.Sc./ BS (4 Years) with at least 65% marks in Biotechnology/ Biology/ Bio-Chemistry/ Botany/ Zoology/ Molecular Biology/ Bio-informatics/ Pharm-D/ Medical Lab Technology/ DVM or Agriculture Science, no 3rd division in academic record. In case CGPA or %age obtained by the candidate is not mentioned on his/her transcript the academic qualification marks shall be calculated as per MUST evaluation policy.
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11. Admission Regulations For Ph.D. Degree Programm

11.1. The departmental admission committee (DAC) shall ascertain the eligibility of the candidates by scrutinizing the admission form. The provisional list of shortlisted candidates shall be displayed on departmental notice board and MUST website.

11.2. A subject test conducted by the National Testing Service (NTS) or ETS, USA in the area of specialization chosen at the PhD level must be cleared prior to admission for the PhD Program.

- a) In the case of Graduate Assessment Test (GAT) (<http://www.nts.org.pk/gat/gatsubject.asp>) a minimum of 60% score is required.
- b) In the case of GRE subject test a minimum of 60% (for admissions thereafter) percentile score is required.

c) If the test is not available in NTS subject, then a University committee consisting of atleast 3 Ph.D. faculty members in the subject area, approved by the HEC will conduct the Test at par with GRE Subject Test and qualifying score for this test will be 70%.

11.3. The interviews of short listed candidates shall be conducted by the DAC with intimation to the Director ASRB.

11.4. The Admission Committee will grant admissions subject to the approval by the Advanced Studies & Research Board (ASRB). The cases need to be submitted before the start of sessional examination of the first semester. The ASRB will be responsible to respond back before the start of terminal examination of the first semester.



11.5. The number of scholars to be admitted shall be such as may be determined by the competent authority in consultation with the Chairperson/ Director of the department.

11.6. There shall be an admission committee for each department which shall perform functions as specified from time to time. The four members committee shall have tenure of three years. It shall consist of the following: Dean of the concerned Faculty (Chairperson of the Committee), Chairperson/ Director of the concerned Department/ Institute/ Centre/ School/ College/ Affiliated Institution, two Senior faculty members of the relevant discipline to be nominated by the Dean on the recommendation of concerned Head, approved by the Vice Chancellor.

11.7. Admissions will be granted on open merit basis (there is no quota seat). However, foreign candidates will be selected through the Federal Ministry of Education, Government of Pakistan.

11.8. The candidate has to produce at the time of the first enrolment, a certificate from the Medical Officer of any public sector hospital to the effect that he/ she is free of any communicable disease or mental or physical disability which is likely to stand in the way of his/ her pursuit of higher studies and research.

11.9. The candidate must also produce character certificate issued by the Head of Institution last attended by the student testifying good moral character of the student. All those candidates, who were punished by any Degree Awarding Institutions (DAI's) for acts of indiscipline and



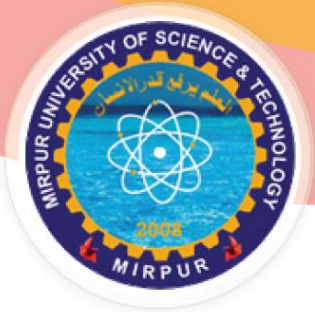
other undesirable activities and were awarded major penalties, shall not be admitted to postgraduate studies in the University under any circumstances. All other candidates, who were, awarded minor penalties for more than once shall not be admitted to the postgraduate studies in the University either.

11.10. All the employees of public sector organizations have to produce the certificate of study leave to pursue the studies as a regular student from their respective head offices.

11.11. The employees of the University appointed on permanent/ adhoc/ contract basis shall be allowed to

join the programme, classes as whole time regular scholars without obtaining leave of absence. Such employees shall have to produce a certificate from the concerned Head to the effect that the normal work of the department will not be affected.

11.12. The selected candidates will have to produce HEC attested degree of previous class within a month of their admission.



11.13. Merit Evaluation Criteria

1. A candidate shall be selected on the basis of cumulative merit to be determined from his/ her past academic record, achievements in Interview by Admission Committee of the concerned discipline and research publication.
2. The allocation of marks for determining merit shall be as follows:
 - i. Academic Record 80 marks
 - ii. Interview 15 marks
 - iii. Research Publication 5 Marks
3. The distribution of marks allocated to the academic record shall be as under:
 - a) $[\text{Marks obtained in M.Sc. (Egg.)} \div \text{Total Marks}] \times 25 + [\text{Marks obtained in B.Sc. (Egg.)/ BS (4 years)} \div \text{Total Marks}] \times 40 + [\text{Marks obtained in F.A./F.Sc.} \div \text{Total Marks}] \times 15.$
 - b) $[\text{Marks obtained in M.Phil.} \div \text{Total Marks}] \times 25 + [\text{Marks obtained in M.A./ M.Sc.} \div \text{Total Marks}] \times 20 + [\text{Marks obtained in B.A./ B.Sc.} \div \text{Total Marks}] \times 20 + [\text{Marks obtained in F.A./ F.Sc.} \div \text{Total Marks}] \times 15.$
 - c) $[\text{Marks obtained in M.Phil.} \div \text{Total Marks}] \times 25 + [\text{Marks obtained in BS (5 years)} \div \text{Total Marks}] \times 40 + [\text{Marks obtained in F.A./F.Sc.} \div \text{Total Marks}] \times 15.$
 - d) $[\text{Marks obtained in M.Phil.} \div \text{Total Marks}] \times 25 + [\text{Marks obtained in BS (6 years)} \div \text{Total Marks}] \times 55.$
 - e) $[\text{Marks obtained in M.Phil.} \div \text{Total Marks}] \times 25 + (\text{Marks obtained in BS (6 years)} \div \text{Total Marks}) \times 55.$
 - f) $[\text{Marks obtained in M.Phil.} \div \text{Total Marks}] \times 25 + (\text{Marks obtained in BS (6 years)} \div \text{Total Marks}) \times 55.$



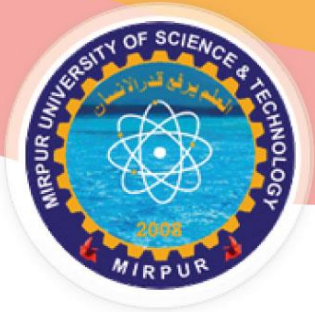
11.14. Pre-requisites for Admission

The pre-requisites and other requirements (if any) for admission in this category are as under

Degree Program	Pre-Requisites
<ul style="list-style-type: none"> • Biotechnology • Botany • Mathematics • Physics • Chemistry 	<ul style="list-style-type: none"> • At least 18 years of education (MS/MPhil degree) or equivalent qualification in the relevant subject with at least 65% marks, no 3rd Division in academic record. • For Biotechnology MPhil in 1st Division or CGPA 3.0/4.0 with at least 65% marks in Biotechnology/ Biology/ Bio-Chemistry/ Botany/ Zoology/ Molecular Biology/ Bio-informatics/ Agriculture Science or Pharmacy. • 06 CH research in his/her MS/MPhil program. • In case CGPA or %age obtained by the candidate is not mentioned on his/her transcript the academic qualification marks shall be calculated as per MUST evaluation policy.

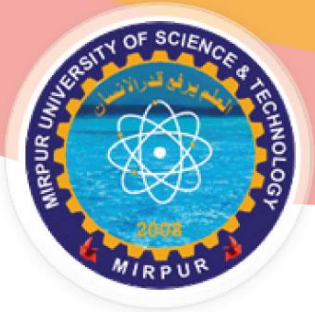
12. **ADMISSION POLICY FOR RESERVED SEATS IN UNDERGRADUATE DEGREE PROGRAMS (EXCEPTIONS / CONDITIONS ARE MENTIONED WITH EVERY CATEGORY)**

- a) The merit of the reserved seats shall be determined within the category; however, the applicant has to fulfil the general admission/minimum required eligibility criteria to apply for.
- b) A candidate can apply against both reserved and merit seats; however, separate application forms shall be filled
- c) The number of reserved seats are included in total allocated seats; however, unfilled reserved seat (if any) shall be dealt under open merit.
- d) In case more than required nominations against a particular degree program are received, MUST shall reserve the rights to prepare the merit list within the same category as per MUST policy.

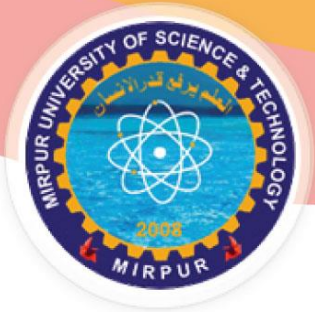


- e) The nomination against a category shall not change, unless approved by the relevant nominated authority.
- f) Following is the detail of the admission against reserved seats.

S #	Reserved Seat Category	Percentage of the seats reserved in total Allocated Seats	Degree Programs allowed and Requirements at the Time of Registration
1	Special Persons	02 % (at least one seat)	<p>a) The applicant shall have to produce a disability certificate, duly issued by the Social welfare department government of Azad Jammu and Kashmir before the date of the commencement of the admission.</p> <p>b) The candidate shall have to appear before the MUST Medical Board/ Disable Admission Committee for Medical examination as per advertised schedule/admission calendar along with original credentials.</p> <p>NOTE: Currently, facilities for the blindness and the elevators are not available.</p>
2	Children of MUST Employees	02 % (at least one seat)	<p>a) In all degree programs offered in MUST Campus and LLB except for Graduate and PhD degree programs.</p> <p>b) NADRA B-Form that includes the name(s) of the children applied for admission.</p> <p>c) MUST employment certificate issued by Registrar office.</p>



S #	Reserved Seat Category	Percentage of the seats reserved in total Allocated Seats	Degree Programs allowed and Requirements at the Time of Registration
3	AJ&K Refugees (Refugees settled in Pakistan/ Refugees 1989)		a) In all degree programs offered at MUST. b) Merit list shall be prepared by the relevant Admission Committee.
4	FATA/ KPK		a) In all B.Sc. Engineering degree Programs, CS and IT Undergraduate Programs. b) The applicant shall provide a nomination letter from the respective nominating authorities.
5	Punjab		a) In all B.Sc. Engineering degree Programs, CS and IT Undergraduate Programs. b) The applicant shall provide a nomination letter from the respective nominating authorities.
6	Sindh		a) In all B.Sc. Engineering degree Programs. b) The applicant shall provide a nomination letter from the respective nominating authorities.
7	Baluchistan		a) In all B.Sc. Engineering degree Programs. b) The applicant shall provide a nomination letter from the respective nominating authorities.



S #	Reserved Seat Category	Percentage of the seats reserved in total Allocated Seats	Degree Programs allowed and Requirements at the Time of Registration
8	Pakistan National		a) In all BS and Masters Programs of Faculty of Natural & Applied Sciences and Arts & Humanities Programs. b) The applicant shall provide a nomination letter from the respective nominating authorities after selection in merit list produced by relevant Admission Committee.
9	Gilgit-Baltistan		a) In all degree programs offered at MUST. b) The applicant shall provide a nomination letter from the respective nominating authorities.
10	Diploma (DAE) Holder		a) In relevant B.Sc. Engineering degree Programs. b) The applicant shall provide a nomination letter from the respective nominating authorities.
11	Wards of Shuhada, War Disabled Serving and Retired Individuals of Pakistan Armed Forces	01 % (at least one seat)	In all degree programs offered at Mirpur University of Science and Technology The applicant shall produce a nomination letter from the GHQ. Without the nomination letter from GHQ, admission shall not be granted.



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