

REGULATIONS FOR MIGRATION OF STUDENTS

The regulations shall govern migration of students - *to and fro* - from the Health Sciences Colleges/ Institutions.

1. Definitions

- i. "Accepting College/ Institution" is the one accepting migration of students from parent institution.
- ii. "Affiliated College/ Institution" means a college or institution affiliated to the University but not maintained or administered by it.
- iii. **Central Regulatory Authority means Regulatory Body authorized to regulate the concerned professional Education, constituted under statutes of the Federal or Provincial Government (Govt. of the Punjab in this case), such as Pakistan Medical & Dental Council, Pakistan Nursing Council, Pharmacy Council of Pakistan etc.**
- iv. "Constituent College/ Institution" means a college maintained and administered by a validly chartered University recognized by Higher Education Commission (HEC).
- v. "Credits" means academic attainments of students in terms of attendance, passed class test and passed university examinations.
- vi. "Detailed Transcript" means a transcript clearly mentioning allocated & attended credits/ study hours and the marks scored in the individual subject in a University examination.
- vii. "Government" means Government of the Punjab.
- viii. "Institution" means a teaching unit imparting education in Health Sciences.
- ix. "Parent College/ Institution" means the institution in which a student is enrolled at the time of submission of application for transfer.

- x. "University" means University of Health Sciences, Lahore (UHS).

2. Scope & Extent

These regulations shall be applicable to the migration of undergraduate and postgraduate students.

3. General Provisions

I. Public Sector Institutions

The migrations to and from the public sector institutions shall be governed by the Migration Policy of the Government of Punjab. In this regard, University shall adopt the notifications issued by the Government of Punjab.

II. Private Sector Institutions

A) General Regulations

- i. All migrations of private sector colleges shall be regulated by the University of Health Sciences, Lahore in line with the policies of PM&DC/ **Central** Regulatory Authority issued from time to time.
- ii. Private Sector Institutions under no circumstances shall entertain any request for migration without the approval of University.
- iii. Migration of students will be allowed only between Institutions recognized by relevant **Central** Regulatory Authorities i.e., Pakistan Medical & Dental Council, Pakistan Nursing Council, etc.
- iv. Migration of students will be allowed only between affiliated/ constituent colleges / institutions of Higher Education Commission's (HEC) recognized Universities. However, in case of International Migrations, inclusion of the college / institution in WHO's Directory of Medical Schools will be required. In case the college / institution are not included in WHO's Directory,

recognition status shall be obtained from Central Government / Ministry of Health/ relevant regulatory body through embassy/ consulate of that country.

- v. Migration of student **may** be allowed to another college in the same program at the same level.

- vi. Migration request of any student who was granted admission in violation of admission criteria of the relevant Federal Regulatory Authorities shall not be entertained.

- vii. Mutual migration of students shall not be allowed.

- viii. Migration of students shall be reported to concerned **Central** Regulatory Authority by the accepting college and parent college within fifteen days **where applicable**.

- ix. Migration will be allowed only against vacant seat(s) in a college/institution in accordance with procedure for intimation and display of vacant seat (s) as stipulated in section 4 of these Regulations.

- x. In Inter-University Migrations where the Syllabi of two Universities are not similar, Equivalence will be determined by University of Health Sciences.

- xi. Migration **and** Equivalence Committees constituted by Academic Council of the University shall consider all migration cases on merit. In case of foreign migrations, NEB result will be used for the purpose of migration.

- xii. **Academic Council in exercise of its powers vested under section 31. (2) (xi) and 33 of UHS Ordinance 2002 shall constitute an Equivalence Committee. The Committee shall determine equivalence of examinations passed by a candidate from other university with corresponding examinations of this University. The committee for the purpose of determining equivalence shall seek following verified documents from the parent / examining University;**

- a. Curriculum being taught at the parent University.
- b. Allocation of credit hours to the subjects being taught
- c. Allocation of study hours to the subjects being taught
- d. Examination scheme being followed at the parent University
- e. Transcript of the student showing;
 - a) Subjects passed in the parent University
 - b) Subject wise study hours completed by the applicant in the parent University.
 - c) Score of the applicant in each subject either in the form of CGPA or raw score.

xiii. In programs where the concerned **Central** Regulatory Authority is not conducting NEB exam, University shall determine the equivalence and merit of such like applicants **and shall conduct an examination for the purpose.** **The examination shall be called “UHS Equivalence Examination”.** **The examination shall be given on the basis of University’s prescribed curriculum.**

xiv. In case of national migrations, if the scheme of studies being followed at parent college/ institution of a transferring student varies from the one being followed in accepting college/ institution, the Equivalence Committee will determine the equivalence in terms of courses and subjects studied/passed and shall identify the deficient courses & subjects. Migration will not be allowed to students having deficient courses & subjects **for the said level.** **However, student can be migrated into the preceding level.**

B) Undergraduate Students

i. Migration shall be permissible in following years only:

- | | | |
|-----------------------------------|---|---|
| a. MBBS | – | 3 rd Year, 4 th Year, Final Year |
| b. BDS | – | 2 nd Year, 3 rd Year & Final Year |
| c. B.Sc. Nursing (4-Years) - | | 2 nd Year, 3 rd Year & Final Year |
| d. B.Sc. Allied Health Sciences - | | 2 nd Year, 3 rd Year & Final Year |
| e. DPT | – | 2 nd Year, 3 rd Year, 4 th Year & Final Year |
| f. Pharm-D | – | 2 nd Year, 3 rd Year, 4 th Year & Final Year |

- ii. A seat shall be declared vacant in a given class/ year by a college/institution provided the sum total of promoted students and detainee students joining that class is less than that of approved annual intake for the said session as applicable at the time of its entry/ admission into college/institution. The accepting college shall submit an undertaking to this effect with the University.
- iii. The credits earned in the parent institution by a student seeking migration into an accepting college/ institution shall be equated by the Equivalence Committee of the University and the equated credits shall be considered for determining his/her eligibility to take the year end / **semester end** University Examination.
- iv. The applicant shall follow the University Prescribed Scheme of Education after the migration.

v. **Foreign Migrations**

- a. A student studying in a foreign college/ institution may apply for migration to a college/ institution affiliated with UHS subject to
 - i) Having completed more than two years of studies in the foreign college
 - ii) **Having passed the corresponding final examinations for the period of study completed in the foreign college.**
 - iii) Having qualified the National Equivalence Board (NEB) Exam conducted by the concerned **Central** Regulatory Authority **or UHS Equivalence Examination to be conducted by University itself.** It is clarified abundantly that qualifying NEB exam **or UHS Equivalence examination** is a condition precedent for foreign students seeking migration into a college/ institution.
 - iv) **In case a prescribed subject is being taught at University of Health Sciences and / or its affiliated / constituent but not examined in the NEB examination, University shall give a separate examination in the said subject to the applicant. The**

University shall prescribe the passing marks in the subject and shall incorporate the score into NEB score.

- v) The requirements for merit determination, **as contained in these regulations,** shall be applicable to **foreign** students **seeking migration into private sector / institutions affiliated with University Health Sciences.**
- vi) A foreign student shall only be allowed to migrate to the same program as the student was enrolled in the foreign college and in the year for which the student has qualified the NEB exam or **UHS Equivalence Examination.**

vi. In case, there are more than one applicant against a given seat then Merit List of applicants will be displayed by UHS using following criteria:

Criteria	Weightage
Aggregate Merit percentage of student at the time of admission under prescribed admission policy of PMC or relevant Provincial Govt. from time to time	50%
Aggregate Percentage score of last passed Professional Examination	50%

The merit determination criteria for foreign students shall be:

Criteria	Weightage
Aggregate percentage score of students at Intermediate level (12 years of schooling) irrespective of the study group. In case the student has qualified intermediate level from a non-Pakistani scheme of education, he/ she shall submit the scores on the basis of equivalence determined by IBCC irrespective of group of study	50%
Aggregate Percentage score of NEB exam <u>or UHS Equivalence Examination</u>	50%

C) Postgraduate Students

- i. No migration shall be allowed in postgraduate program prior to completion of 6 months of studies.
- ii. The consent of Supervisors and Institutions concerned shall be required for migration of postgraduate students.

4. Procedure for Migrations

- i. All colleges/ institutions shall inform about a vacancy to the University under intimation to concerned **Central** Regulatory Authority within seven days **after the commencement of Academic session**. No migration shall be approved against a vacant seat until the vacancy has been publicly displayed by the University.
- ii. University shall forthrightly display the vacancies received from colleges/ institutions on its website for a minimum of fourteen days.
- iii. University shall invite applications for **migration within 7 days after the conclusion of period for display of vacancy as at 4. ii**. Applications shall **be received for a period of 30 days but shall not** be entertained beyond and before the specified periods.
- iv. Applications for migration shall be invited through University website and entertained through online portal only. Applications submitted manually shall not be entertained.
- v. Registrar, UHS will forward list of applicants along with recommendations to Vice Chancellor for approval.
- vi. Consequent upon approval of Vice Chancellor, applications will then be presented to Equivalence Committee of University for **degerming the equivalence of those applicants who have passed their examination till that level from other University**. The Committee will meet **at least** twice a

month. **The recommendations of the Committee shall be presented to the Vice Chancellor for approval.**

vii. **Consequent upon approval of Vice Chancellor, the applications along with the recommendations of Equivalence Committee will then be presented to Migration Committee of University. The Migration Committee shall be constituted by the Academic Council, on such terms and condition as it may deem appropriate. The Committee will meet and frame recommendations for onward presentation to Vice Chancellor for approval.**

viii. The following documents (scanned from original) shall be submitted along with application:

- a. Recent Photograph of student with sky blue background.
 - b. Proof of enrolment in parent institution clearly specifying the merit percentage at the time of admission.
 - c. Evidence regarding payment of college fee at parent college in the year in which migration is being sought.
 - d. CNIC/ Passport.
 - e. Matric/ equivalent Certificate.
 - f. F.Sc./ equivalent Certificate.
 - g. NMDCAT Result.
 - h. NEB result in case of foreign student.
 - i. Detailed transcript in case of Inter-University migrations.
 - j. Payment of prescribed fee.
- k. **NOC / permission from Parent College / institution shall not be required. However, the University may seek authentication of the evidence regarding clearance of dues at Parent College / institution. The said institution shall be obligated to authenticate / verify the evidence through a letter which should reach University within 15 days from the date of issuance University's letter. In case an institution does not respond within the stipulated time period, the clearance of dues shall be treated as authenticated.**

- ix. **University shall decide the requests for migration within 30 days after conclusion of the permissible time for receipt of requests / applications for migration.**
- x. Student selected for migration will join relevant college/ institution within seven days. In case of non-joining by the student for any reason, said vacancy will be offered to next applicant on merit.
- xi. A student feeling aggrieved by a decision taken under the provisions of instant regulations can make a representation within 15 days of such decision being taken. The representation shall be heard and decided within 7 days by a committee comprising the following:
 - a. Registrar, UHS (Convenor)
 - b. Principal of any private sector institution to be nominated by VC.
 - c. Member of Migration & Equivalence Committee of University to be nominated by Chairman, Migration & Equivalence Committee.