



IMRAN IDREES
GROUP OF COMPANIES

Student Handbook

2026-2027



*Together, we are building a brighter,
healthier future for all.*

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

يُوتِي الْحِكْمَةَ مَنْ يَشَاءُ، وَمَنْ يُوتِنَ الْحِكْمَةَ
فَقَدْ أُوتِيَ خَيْرًا كَثِيرًا



He gives wisdom to whom He wills, and whoever is given wisdom has certainly been given much good.



اللہ جسے چاہتا ہے حکمت عطا کرتا ہے، اور جسے حکمت دی جائے
اسے بہت بڑی بھلائی عطا کر دی گئی۔

(Al-Qur'an, Surah Al-Baqarah)



SECTION I
FOREWORD

MESSAGE FROM THE CHAIRMAN IIGoC

Dear Students,

Welcome to our esteemed institution, where a journey of learning and personal growth awaits you. This handbook is designed to serve as your comprehensive guide throughout your academic endeavors. It contains vital information regarding our policies, resources, and expectations for all students.



We encourage you to familiarize yourself thoroughly with its contents. This will ensure a smooth and enriching experience for everyone within our community.

We are committed to fostering an environment that supports your success and well-being. Please feel empowered to utilize the resources available to you.

We look forward to witnessing your achievements and contributions.

Osama Janki

MESSAGE FROM THE PRESIDENT IIGoC

Dear Students,

Welcome to the Imran Idrees Group of Companies and to the beginning of an important chapter in your academic and professional journey. As you step into this new phase, you become part of a community that values excellence, discipline, and the highest standards of ethical and professional conduct principles that guide every institution within our group.



Your time here will be both challenging and rewarding. Our aim is not only to equip you with knowledge and technical skills, but also to help develop your character, judgment, and sense of responsibility. Whatever field you pursue, the choices you make and the work you do will reflect your commitment to professionalism and to the people and communities you serve.

We encourage you to approach your studies with dedication, integrity, and curiosity. Hard work and perseverance will play an important role in your success. At the same time, qualities such as respect, empathy, collaboration, and ethical awareness will shape you into responsible professionals and thoughtful members of society.

The Imran Idrees Group of Companies remains committed to supporting your academic growth and professional development by providing an environment that promotes critical thinking, innovation, and lifelong learning.

As you move forward, remember that the knowledge and experiences you gain here will become the foundation of your future contributions to your profession and to the wider community.

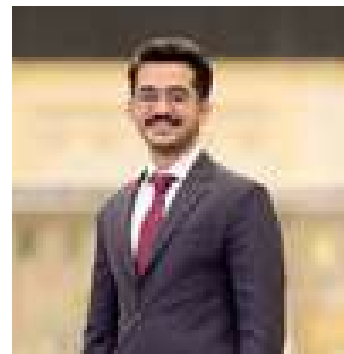
We wish you every success in the journey ahead.

A handwritten signature in purple ink, consisting of stylized initials and a flourish. Below the signature is a horizontal line.

MESSAGE FROM THE DIRECTOR IIGoC

Dear Students,

It gives me great pleasure to welcome you to our institution. You are now part of an academic community committed to learning, discipline, professionalism, and personal growth. The period you spend here will shape not only your academic knowledge and technical skills, but also your character, conduct, and sense of responsibility as a future professional.



This Student Handbook has been prepared to serve as an important guide throughout your time at the institution. It outlines the rules, regulations, academic expectations, support systems, and standards of conduct that govern student life. I encourage every student to read this handbook carefully and to refer to it regularly. A clear understanding of institutional policies is essential for a smooth, disciplined, and successful academic journey.

Our institution places great value on punctuality, respect, integrity, accountability, and commitment to excellence. As students, you are expected to uphold these values in your classrooms, practical settings, campus interactions, and all official matters of communication and conduct. Professionalism does not begin after graduation; it begins from your first day as a student.

At the same time, we remain committed to providing an environment that supports your academic, personal, and professional development. Our faculty and administrative teams are here to guide you, challenge you, and help you make the most of the opportunities available to you. Success, however, requires active effort, consistency, and seriousness of purpose from every student.

I hope you will approach your time here with dedication, humility, and determination. Let this handbook serve as a guide, a reference, and a reminder of the standards expected from every member of our institution.

I wish you success in your studies and growth in every aspect of your development.

A handwritten signature in black ink, appearing to be 'U. J.', written over a horizontal line.

MESSAGE FROM THE PRINCIPALS

Prof. Dr. Muhammad Sabir

Principal SMC, IIRS, iSPARK

As Principal, I lead a dedicated team committed to excellence in education, research and professional development across MBBS, Allied Health Sciences and Computing programs. We foster a culture of academic rigor and ethical practice, preparing students to meet the demands of modern healthcare and technology.



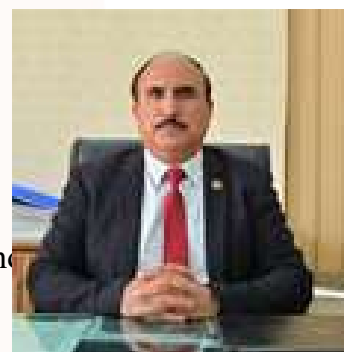
Our curricula are designed to build strong clinical, technical and analytical competencies grounded in evidence-based learning and lifelong growth. Together, we aim to shape skilled, responsible and forward-thinking professionals.

I welcome you to a journey of growth, learning and excellence.

Prof. Dr Muhammad Abbas Bhatti

Principal IICOP

You have chosen a profession rooted in responsibility, precision, and service to humanity. Pharmacy is not just about medicines it is about the impact of every decision you make on patient lives. True excellence requires integrity, continuous learning, and adaptability.



You are future leaders and innovators carry this institution's name with pride and make a meaningful difference. Wishing you success in all your

Mr. Ghulam Rasool

Principal IICON

Welcome to a profession built on compassion, integrity and dedication to patient care. Nursing is both a science and a commitment to serve with empathy, skill and respect for human dignity.

Our aim is to nurture clinical excellence, critical thinking and ethical practice through strong academic and practical training. Stay disciplined, keep learning and embrace the responsibility this role carries.



You are future caregivers and leaders, strive to make a meaningful difference.

THE IMRAN IDREES GROUP OF COMPANIES

The Imran Idrees Group is a leading force in advancing healthcare, education and technology across Pakistan. With a steadfast commitment to excellence, we are dedicated to improving lives through innovative healthcare services, cutting-edge medical and higher education, modern technological advancement, and holistic rehabilitation programs. Our mission is to empower communities, nurture talent and drive progress through quality healthcare, transformative education, and future-focused technological learning, setting new standards for a healthier, smarter, and more progressive future.

By expanding into the field of computing and information technology, the Group continues to strengthen its vision of preparing future professionals, innovators, and leaders for an increasingly digital world. Through academic excellence, practical learning, and industry-oriented approaches, we aim to contribute meaningfully to Pakistan's technological and economic development.

Imran Idrees Group- Advancing Healthcare, Empowering Education, Inspiring Innovation, Transforming Lives!

The Imran Idrees Group is a Private Limited Company registered with the Securities and Exchange Commission of Pakistan (SECP), committed to excellence through state-of-the-art facilities, highly skilled professionals, student-centered learning and community-focused services.



CORE VALUES

Service

We are dedicated to serving humanity through accessible healthcare, meaningful education, and active community engagement.

Excellence

We pursue the highest standards in teaching, learning, clinical practice, and research to ensure quality and professionalism in all our endeavors.

Integrity

We uphold honesty, accountability, and ethical conduct in our academic, professional, and institutional practices.

Compassion

We nurture empathy, respect, and dignity in our interactions with patients, students, colleagues, and the wider community.

Innovation

We encourage creativity, research, and interdisciplinary collaboration to advance knowledge and address evolving societal and healthcare challenges.

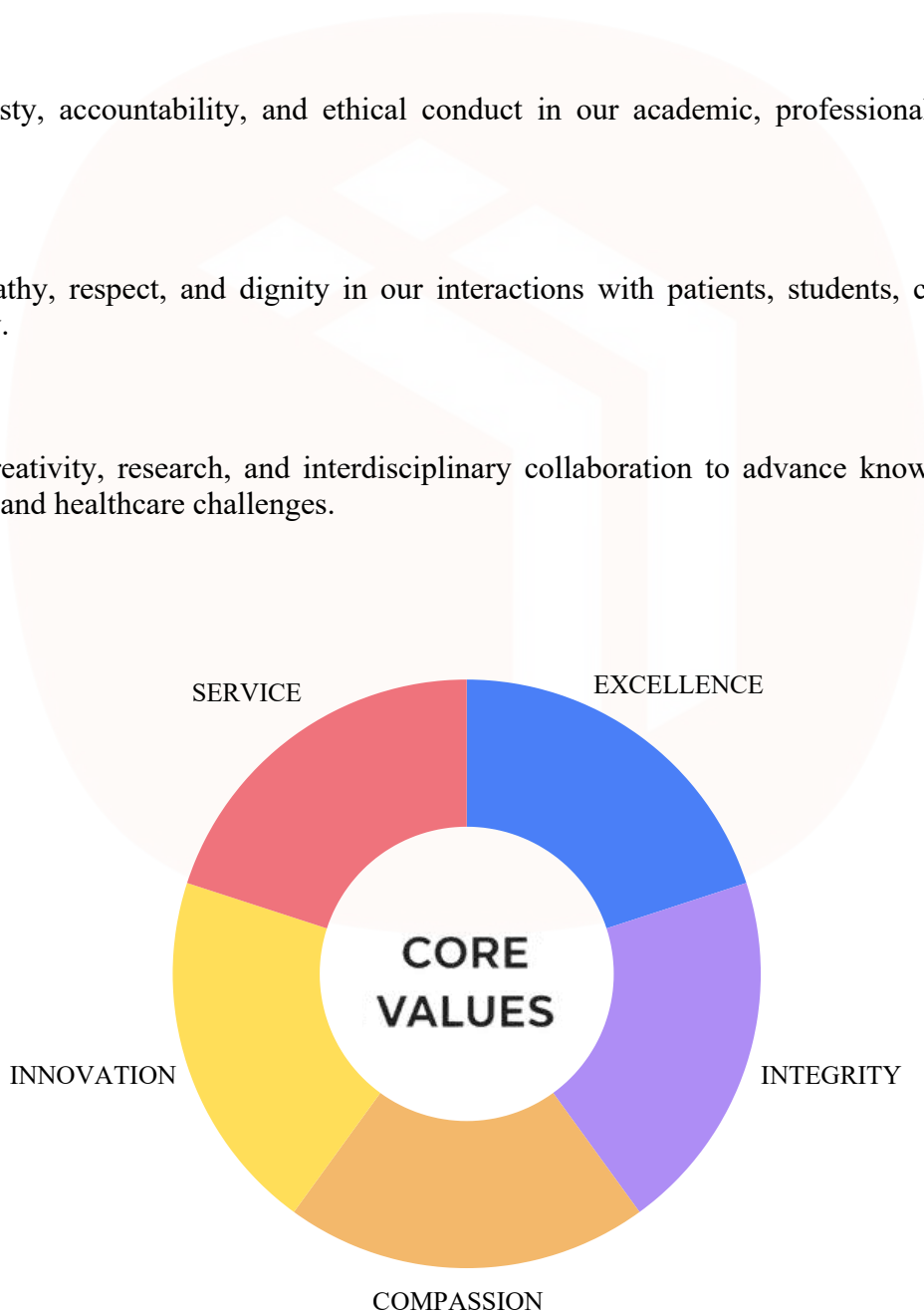


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INSTITUTES IN IIGoC

SIALKOT MEDICAL COLLEGE

Established in 2014 with a vision to produce highly skilled and compassionate professionals, Sialkot Medical College has emerged as a leading institution committed to excellence in education, research, and professional training.

The college offers an annual intake of 100 students and is affiliated with the University of Health Sciences (UHS), recognized by the Pakistan Medical & Dental Council (PM&DC), registered with the Ministry of Health Pakistan, and recognized by the College of Physicians and Surgeons Pakistan (CPSP) for postgraduate training in multiple specialties.

Consistently ranked among the top medical colleges by UHS, the institution maintains an above 97% passing ratio and has secured top positions in UHS examinations, reflecting its strong academic standards.

With a focus on practical training, ethical practice, and innovation, the college prepares its students to meet the evolving demands of their professions and contribute meaningfully to society at both national and global levels.



IMRAN IDREES INSTITUTE OF ALLIED HEALTH SCIENCES

Established in 2017, Imran Idrees Institute of Allied Health Sciences has become a cornerstone of excellence in professional and healthcare education.

With state-of-the-art facilities, a highly qualified faculty, and a curriculum aligned with industry standards, the institute provides students with the knowledge, practical skills and hands-on experience needed to excel in their chosen fields. The institute offers an annual intake of 50 students per program.

Students are prepared for diverse professional roles including physical therapy, laboratory and operation theater technology, nutrition and dietetics, imaging technology, and emergency and critical care services.

The institute currently offers the following programs: Doctor of Physiotherapy, BS Nutrition, BS Medical Laboratory Technology, BS Medical Imaging Technology, BS Operation Theater Technology, BS Emergency & Intensive Care Unit.

The institute is affiliated with the University of Health Sciences (UHS) and Government College University, Faisalabad (GCUF), registered with Allied Health Professionals Council (AHPC), which emphasizes strong practical training to ensure graduates are well prepared for professional practice.



IMRAN IDREES COLLEGE OF PHARMACY

Established in 2020, Imran Idrees College of Pharmacy has quickly emerged as one of the most prestigious pharmacy education institutes in the region.

With a strong commitment to academic excellence, innovation, and professional development, the college provides a high-quality learning environment for aspiring pharmacists.

The college currently serves around 1,000 students with an annual intake of 200 students and is equipped with state-of-the-art laboratories to support advanced pharmaceutical education and research.

These include Industrial Pharmacy Lab, Instrumentation and Quality Control Management Lab, Basic Medical Sciences Lab, Microbiology Lab, Pharmacognosy Lab, Pharmaceutical Chemistry Lab, and Pharmaceutics Lab.

The college is allied with Imran Idrees Teaching Hospital and Idrees Hospital, enabling strong clinical exposure and practical learning opportunities for students.

Imran Idrees College of Pharmacy is affiliated with University of Health Sciences (UHS), University of the Punjab (PU) and recognized by the Pharmacy Council of Pakistan (PCP), ensuring that its programs meet national academic and professional standards while preparing graduates to contribute meaningfully to the pharmaceutical sector.



IMRAN IDREES COLLEGE OF NURSING

Established in 2023, Imran Idrees College of Nursing is dedicated to preparing skilled, motivated, and professional nursing practitioners. The college aims to develop competent and compassionate nurses who can provide high-quality patient care and contribute meaningfully to the healthcare system.

The institution currently offers BS Nursing (BSN), Post RN, LHV, and Post Basic Specialization programs in Cardiac and Pediatrics. Students are trained through modern teaching methods and practical learning supported by a state-of-the-art skills laboratory.

The college is allied with Imran Idrees Teaching Hospital and Idrees Hospital, providing students with strong clinical exposure and hands-on training opportunities. The institute also seeks to expand learning opportunities through international collaborations.

Imran Idrees College of Nursing is affiliated with the University of Health Sciences (UHS), recognized by the Pakistan Nursing Council (PNC) and Nursing Examination Board, Punjab (NEBP), ensuring that its programs meet national academic and professional standards.



iSPARK

Established in 2025, iSpark Institute is a modern center for technology and innovation dedicated to preparing students for the rapidly evolving digital world.

With a focus on academic excellence, practical learning, and industry-relevant skills, the institute aims to develop competent professionals who can contribute effectively to the fields of computing and information technology.

The institute currently offers BS Computer Science and BS Information Technology, with an annual intake of 50 students per program.

Through a curriculum designed to balance theoretical knowledge with practical application, students are equipped with the technical expertise, problem-solving abilities, and critical thinking skills required in today's technology-driven environment.

iSpark Institute is affiliated with Government College University Faisalabad (GCUF) and National Computing Education Accreditation Council (NCEAC), ensuring that its academic programs meet recognized educational standards while preparing graduates for successful careers in the technology sector.





SECTION II
UNDERGRADUATE PROGRAMME
POLICIES AND REGULATIONS

UNDERGRADUATE PROGRAMME POLICIES AND REGULATIONS

All students are subject to the IIGoC's academic policies and regulations. Students are responsible for ensuring that they meet the Institute's and degree requirements in addition to meeting the academic deadlines.

1. Academic Year

The academic year at IIGoC comprises of two types: Annual and Semester system.

Annual: MBBS, Post RN, LHV, Emergency & ICU

Semester: Pharm.D, Allied Health Sciences, GBSN, CS, IT

IIGoC enrolls students once a year. Only one regular semester, the Fall. Regular semester is 18 weeks. Which includes one week each of mid term and send up examinations.

2. Student Categories

The students are categorized according to the number of credit hours earned as follows:

4 Year BS Programme (BS Nutrition, MLT, MIT, OTT, E&ICU, BSGN)

CATEGORY EARNED/ CREDIT HOURS	BS Nutrition	MLT	MIT	OTT	BSGN	CS	IT
*I/II Semester Freshman	34	37	37	34	54	37	37
**III/IV Semester Sophomore	40	41	42	37	50	36	38
**V/VI Semester Junior	42	41	42	42	42	36	36
**VII/VIII Semester Senior	42	33	41	36	39	26	26

*All semesters of AHS are according to UHS

**Remaining semesters are according to GCUF

5 Year Programme (Pharm.D /DPT)

CATEGORY EARNED/CREDIT HOURS	PHARM.D	DPT
*I YEAR Freshman	38	43
**II YEAR Sophomore	40	36
**III YEAR Junior	39	36
**IV YEAR Senior	38	36
**V YEAR Final Year	36	35

3. Undergraduate Programme Policies

Students are required to follow the study plan in consultation with their faculty advisors to complete their degree and major requirements.

The graduation requirements are:

- Successful completion of credit hours distributed as follows;
 - MBBS 6200 Contact Hours
 - Pharm.D 198 Credit Hours
 - DPT 180 Credit Hours
 - BS Nutrition 136 Credit Hours
 - BS MLT 152 Credit Hours
 - BS MIT 136 Credit Hours
 - BS OTT 136 Credit Hours
 - BS E&ICU
 - BS CS 135 Credit Hours
 - BS IT 137 Credit Hours
- Completion of all the requirements of major programme
- Completion of all IIGoC certifications satisfying degree requirements
- To be a student in good academic and disciplinary standing, and not be involved in any kind of investigation.

3.1. Undergraduate Programme Duration and Structure

The normal duration of BS programmes is four years (that is, a minimum of 8 regular semesters, summer semesters NOT included*). A student can, however, remain enrolled in either of these programmes as long as their minimum CGPA does not fall below 1.7.

Students who take semester breaks/semester withdrawals or who are given forced semesters off due to a disciplinary penalty will have to make up for the time lost by taking remedial classes to ensure that they complete their eight (8) regular semesters or else they will not be allowed to graduate. Hence, they are advised to plan their academic journey very carefully in consultation with their respective faculty advisors.

Students must complete their degree within the maximum duration prescribed by the relevant regulatory body and the university. For a five-year professional program Pharm.D, the maximum time allowed for completion is seven (7) years, including all supplementary examinations and repeats. Failure to complete the degree within this period may result in the student being declared time-barred, subject to the regulations of the University and the Academic Council.

4. Remedial Classes

Students are required to maintain the minimum attendance as prescribed by the University in all academic activities, including lectures, practicals, tutorials and clinical rotations.

In cases of short attendance, a student may be considered for remedial classes provided that at least 50% of the total required attendance in the relevant course or block has been completed and valid documented reasons, such as serious illness, accident, bereavement, or other exceptional circumstances, are submitted to Student Services.

The college shall forward the case with complete justification and supporting evidence to the University and obtain prior approval from the Competent Authority before arranging any remedial classes.

Approved remedial sessions may be conducted during weekends, vacations, or preparatory leave as deemed appropriate by the institution.

Only those students, who successfully complete the required attendance, either directly or through duly approved remedial classes, shall be eligible to appear in the relevant professional examination in accordance with University regulations.

Withdrawals

Withdrawals are broadly categorized as:

- Voluntary Withdrawal from the Institute and programme results in the permanent cancellation of the student's active status at the Institute.
- Semester off from the campus results in withdrawal from that semester only and deactivation of the student's enrolled status for that semester.

Note: Withdrawing from all courses in a semester is NOT equivalent to taking a semester off.

5.1. Voluntary Withdrawal from the Institute and Programme

Students may withdraw voluntarily from the Institute /programme at any time during the semester.

Students wishing to withdraw must inform the Student Affairs Officer in person and submit an online application via Student Services, citing the reason for withdrawal.

The clearance process is initiated by the Student Affairs Officer and the student is required to follow this process.

Once this process is concluded and the student's Institute withdrawal request is approved, the student's status is permanently deactivated, and the student is no longer deemed a regular student at Institute.

5.2. Semester off from Campus

Students may plan to take a regular semester off by submitting an online application via Student Services and in consultation with their faculty advisor/Head of Department.

In order that this application may be acknowledged and processed by the aforementioned authorities in time, the last day to apply for this will be the day before the commencement of classes for that semester.

In case no application is received, and student is not enrolled in courses, it would be treated as Unauthorized Withdrawal.

- The probationary status of a student remains the same on re-joining the Institute after taking a semester off.
- Taking a semester off may result in a delay in graduation up to a year or even more.
- In case of structured programmes, taking a semester off is discouraged and should be done after consulting the faculty advisor/Head of Department.
- First year students are not allowed to withdraw from their first semester.
- Any semesters taken off will be included in the required degree completion time limit. It is the students responsibility to complete the degree requirements within the specified time for the respective programme.

5.3. Involuntary Withdrawal

In extreme cases, the Institute may insist on a student's involuntary withdrawal from the semester or the program if, according to the judgment of the Institute Officials, the student:

- Poses a threat to the lives or safety of themselves or other members of the campus community.
- Has a medical/psychological condition that could likely worsen due to the academic and/or living environment at Institute.
- Exhibits behavior stemming from a medical/psychological condition that seriously interferes with their own education and that of campus community members.
- The involuntary withdrawal process is initiated after thorough verification by the faculty advisor/Head of Department, Student Affairs Officer and other relevant Institute officials.

5.3.1. Involuntary Withdrawal from the Institute

On processing of the involuntary withdrawal, the student status is permanently deactivated, and the student is no longer deemed a regular student.

5.3.2. Involuntary Withdrawal from the Semester

In cases where students are determined to be capable of recovery or coping, they are given involuntary semester withdrawal. Such students are allowed to rejoin after that specific period based on their compliance with the rejoining conditions.

Note: The degree completion time criterion is not relaxed.

5.4. Rejoining Process for Semester Withdrawals on Health Grounds

Due to health reasons, Institute may give students a semester withdrawal with rejoining conditions.

Such students, when planning to rejoin, are required to submit treatment documentation and an academic plan approved by the faculty advisor/Head of Department, to the Student Affairs Officer at least two weeks prior to the start of the semester they wish to rejoin.

These requirements are verified by the SAO, and upon successful verification documentation, students are required to undergo an in-person counseling session or online rejoining assessment facilitated by the Psychiatry and Behavioral Sciences Department, coordinated via the SAO.

Upon successful completion of the above steps and recommendation received by the concerned department and upon approval of the Principal may allow the student to resume studies.

5.5. Unauthorized Withdrawal

Students who leave the Institute without prior permission to withdraw are considered to have resigned and their admission stands cancelled.

A maximum of 3 attempts are made via email and a letter to contact such students who are absent from the Institute without prior information. Students are asked to enroll in their courses within the enrollment period or to take a semester off.

Finally, a warning letter and an email is issued to students stating that they are required to complete documentation to take the semester off.

If they fail to respond within one week of issuance of this third warning, they are issued an unauthorized withdrawal letter from the programme.

In case it comes into Institute's knowledge that a student is simultaneously enrolled in another degree programme, he/she will be separated from the institute with immediate effect.

6. Transfer Students

transfer from other recognized institutions to undergraduate programmes is permissible, subject to institutional policies and academic eligibility criteria.

Applications for transfer will be reviewed by the relevant academic department and the administration to ensure that the applicant meets the required academic standards and that course equivalency can be appropriately determined.

Students seeking transfer are advised to submit their academic transcripts and any required supporting documents for evaluation.

Approval of transfer is granted only after a thorough review of the applicant's prior coursework and compliance with the institution's academic regulations.

For detailed information regarding eligibility, documentation requirements, and the transfer process, students are encouraged to contact the Student Affairs Officer through Student Services.

The office will provide guidance and support throughout the transfer application procedure.

7. Academic Performance

Internal assessment is marked by subject incharge and finalized by the Principal and are then sent to the University to the Office of the Registrar.

7.1. Student Evaluation

Students are formally evaluated by the faculty through appropriate instruments, as specified in the course outline. The defined course instruments are used in grading the course. These may typically include but are not limited to the following:

- Quizzes
- Assignments
- Class participation
- Examinations

The instructor informs students about the weightage assigned to each instrument. This is mentioned in the course outline, and it is used for evaluating student performance in the course.

8. Grading Policy

The institute strictly follows the grading policy prescribed by the University which is in-line with HEC Regulations. All assessments, examinations, and evaluation criteria are conducted in accordance with the official UHS regulations and guidelines.

Students are advised to refer to the HEC Undergraduate Regulations for detailed information regarding the grading system, assessment methods and calculation of grades.

Please follow the provided link for comprehensive details on the grading policy.

Course grades are based on cumulative performance in defined instruments.

The final grades are assigned as follows:

Letter Grades and their Numeric Equivalent

8.1. Grade Review Policy

There may be instances when a student believes that there is a discrepancy in his/her final grade. A review of grade plea is acceptable only in the case of a computational error.

If a student wishes to dispute a grade, he or she needs to contact the University via application signed by the Principal with 10 days of result declaration.

8.2. Grade Change Policy

In the grade review process, if the student's request is justified and change in grade is approved, then only the University can file a grade change petition to the Office of the Registrar within the deadline.

9. Attendance Policy

The institute strictly adheres to the attendance policy set by the University. All students are required to maintain the minimum attendance as prescribed in order to be eligible to appear in examinations and continue their academic progression.

Students are strongly advised to ensure regular attendance in lectures, practical sessions, clinical rotations, online classes (where permitted through official notification by the University) and other academic activities as scheduled by the institute.

10. Examinations

The University allocates other institutions for conduction of final examinations. As a norm, the mid-term and final examinations follow the regular class meeting pattern in the parent institute. Students are strongly advised to take courses keeping this in mind.

For missed examinations, refer to Mitigating Circumstances Policy on Make-up for missed assessments/short attendance.

The following additional detail relates to the conducting of examinations:

- During an examination, a student may not leave the examination room without the permission of the invigilator. If allowed, only one person at a time is allowed to go out of the room.

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- No question papers and answer books are to be taken out of the examination room during the examination.
 - All students are required to bring their student smart card for the examination. The invigilator and/or instructor reserves the right to check the ID of the students.
 - Mobile phones and other communication devices are not allowed in the examination venue.
 - The duration of an examination is determined by the instructor and no extension in the time is given unless allowed by him/her.
 - Students are not allowed to enter the examination room if they are late by more than 30 minutes. No extra time is granted.
 - Students may not leave the examination room till 45 minutes of the examination time has elapsed.
 - In case of natural/medical emergencies, students may be allowed to leave the examination room accompanied by an invigilator.

11. Make-up for Missed Assessments/Short Attendance

In cases where a student is unable to appear for a graded assessment, the procedure for make-up opportunities will be governed by the Mitigating Circumstances Policy.

Students are advised to refer to the Mitigating Circumstances Policy for detailed guidance on eligibility, application procedures, and the documentation required requesting consideration for missed assessments/short attendance.

12. Student Code of Conduct

12.1 Introduction

12.1.1 Preamble

The Imran Idrees Group of Companies (IIGoC) is a healthcare and academic institution dedicated to learning, discovery, and the advancement of knowledge. It promotes an environment of academic freedom, open dialogue, accessibility, and integrity, supported by a diverse community of students, faculty and staff. To maintain this environment, students are expected to uphold the values and standards of the Institute as outlined in the Student Code of Conduct. As members of a shared academic community, the behavior of each individual affects not only their own learning but also the ability of others to participate in the Institute's educational experience. IIGoC therefore encourages conduct that promotes respect, responsibility, and a positive learning environment, and reserves the right to intervene when behavior disrupts this environment. IIGoC also recognizes its broader civic responsibility to society. Through its educational mission, the Institute seeks to develop graduates who are ethical, responsible, and capable of contributing positively to their communities. Membership in the IIGoC community is considered a privilege that carries the responsibility of upholding these values both within and beyond the campus. As a diverse and inclusive institution, IIGoC values pluralism and respects differences in gender, ethnicity, religion, and socioeconomic background. The Code of Conduct provides guidance on expected standards of behavior and identifies actions that may lead to institutional response, ensuring transparency and accountability within the community.

12.1.2 Purpose

Students are vital members of the IIGoC community and enjoy a range of rights and privileges. Alongside these privileges, they carry the responsibility to act honorably, ethically and appropriately and to comply with IIGroup rules and regulations. The Student Code of Conduct defines the standards of behavior expected from all IIGroup students and identifies actions that constitute violations of acceptable conduct.

12.1.3 Applicability and Jurisdiction

This Code of Conduct applies to all IIGoC students, alumni and student organizations.

- **On-campus jurisdiction:**

The disciplinary authority of this Code extends to misconduct committed by a student, alumnus or student organization on the IIG campus, within any IIGroup student housing facility including those located off-campus, and during official visits, tours, competitions, conferences, exchange activities or any other Institute-authorized trips to other universities or external institutions.

- **Off-campus jurisdiction:**

Engagement between the IIG community and external individuals, institutions and organizations is a core component of the Institute's mission. Members of the IIGoC community are expected to act ethically, professionally and honorably, in alignment with IIGoC' core values and quality standards at all times.

Accordingly, the disciplinary jurisdiction of this Code also applies to off-campus misconduct. Students must be particularly mindful when representing IIGOC outside the campus.

In cases of serious violations brought to the Institute's attention, IIGoC reserves the right to impose sanctions, whether or not the individual was formally representing the Institute at the time.

In exceptional situations where off-campus behavior is deemed to pose a risk to the campus community, the Institute may restrict or suspend campus access and impose disciplinary sanctions, even for conduct occurring off-campus.

Disciplinary proceedings at IIGoC may proceed irrespective of any pending civil or criminal litigation. Disciplinary sanctions may or may not be applied before, during, or after legal proceedings.

12.1.4 Responsibility to Understand the Code of Conduct

All students, alumni and student organizations are required to understand and comply with this Code of Conduct. Lack of awareness or ignorance of the Code will not be accepted as a defense in disciplinary matters. Requests for clarification may be directed to Student Services.

12.2 Code of Ethics

One of the objectives of IIGoC academic programs is to foster personal and professional ethical development among students.

Students are expected to behave honorably in all aspects of their life at IIGoC and to uphold the values outlined in the preceding sections.

IIGoC expects students to take responsibility for their actions and to demonstrate respect for the law, consideration for the rights of others, and adherence to the Student Code of Conduct in both academic and non-academic settings.

These expectations are guided by the Code of Ethics, which draws upon principles derived from the Quran and Sunnah, the Pakistan Penal Code (PPC), the guidelines of the parent university and the regulations of affiliated colleges and regulatory bodies.

Students are expected to maintain high standards of ethical behavior, integrity, and consideration for others as members of the IIGoC community.

12.2.1 Maintaining Decorum

All members of the IIGoC community share responsibility for fostering an environment of mutual respect and are expected to demonstrate courtesy and tact in compliance with law, ethical and moral conduct. Students must maintain appropriate decorum and etiquette and reflect the values of pluralism and respect when interacting with peers, faculty, staff and guest speakers. Students are expected to treat faculty and staff at all levels with respect and to display dignity while recognizing the rights, differences and inherent worth of all members of the IIGoC community.

12.2.2 Classroom Behaviour

Students are expected to arrive on time for classes and should not leave while a class is in progress unless granted permission by the instructor under special circumstances. Exchanging notes, engaging in side conversations or using mobile phones during class sessions is not permitted.

12.2.3 Obligation to Prove Identity

Students must carry their Student ID cards at all times while on campus and present them upon entry or when requested by faculty or staff. Failure to comply may result in disciplinary action.

12.2.4 Respectful Environment

As the IIGoC campus is a shared environment, students are expected to regulate their behavior accordingly. Inappropriate conduct includes, but is not limited to, public indecency involving individuals or groups, overtly sexual acts, unsolicited or random use of obscene language, and indecent behavior, overt or covert; towards others. Such behavior may lead to disciplinary action or referral to parents.

12.2.5 Appropriate Dress

Members of the IIGoC community are expected to dress in a manner that reflects professional standards and respects cultural sensibilities. Attire should be appropriate to the diverse and inclusive nature of the campus community. While there is no official uniform, clothing must align with a professional environment. Apparel containing indecent or vulgar language, obscene implications, or overly revealing attire is considered unacceptable.

Students are expected to dress neatly and appropriately at all times on campus, particularly during interviews, presentations, academic seminars and other formal events.

12.2.6 Keeping the Campus Clean

Maintaining campus cleanliness is a shared responsibility of all community members. Littering is not permitted in classrooms or public spaces. Trash receptacles are available throughout campus, and all members are encouraged to use them appropriately.

12.2.7 Eating and Drinking

Eating and drinking are generally prohibited in academic buildings and the library, except in designated

areas. With the exception of water, food and beverages are not allowed in auditorium, lecture halls, tutorial rooms, laboratories or library spaces.

12.2.8 Smoking

Smoking is prohibited across all IIGoC facilities and areas except in designated Smoking Zones. This policy applies to cigarettes, cigars, pipes, e-cigarettes, vaping devices and all other smoking or nicotine delivery products. It also applies to Institute-owned or leased vehicles. Cigarette and vaping waste must be disposed of safely in designated receptacles or ashtrays.

Violations may result in fines or disciplinary action and visitors who fail to comply may be asked to leave campus.

12.2.9 Drugs and Alcohol

The possession or consumption of drugs and alcohol, as defined under relevant laws, is strictly prohibited on campus at all times. Violations may result in disciplinary action and non-compliant visitors will be required to leave campus.

12.2.10 Visiting Guests

Members of the IIGoC community are responsible for ensuring that their guests comply with all security protocols, regulations and behavioral standards. Entry registration of all guests is mandatory upon entering the campus and guests must present identification or comply with verification procedures when required. Guests must not possess or consume contraband. Any violations committed by guests may be attributed to the host, who may be held responsible under applicable Institute regulations.

12.2.11 Distribution of Written Materials and Posting of Notices

Freedom of inquiry, expression, and civility are essential to the Institute's mission. All materials distributed or displayed on campus, including posters, petitions, leaflets, banners or similar items, must adhere to the Code of Conduct, avoid political and religious campaigns and obtain prior approval from the Office of Student Affairs before distribution or display.

All such materials must clearly display the name and contact details of the sponsoring society or individual.

Notices may only be posted on designated noticeboards or approved locations. Complaints regarding offensive or unauthorized materials may be submitted to the Office of Student Affairs.

12.2.12 Prohibited Political, Religious and Unauthorized Activities

Students are strictly prohibited from participating in political activities on campus. A complete ban is imposed on all political, religious, sectarian, sectoral or similar organizations, groups and activities within Institute premises or under the Institute's name. This includes, but is not limited to, organizing, promoting, supporting or engaging in political campaigns, rallies, demonstrations, speeches, recruitment drives, fundraising, unauthorized gatherings or affiliations with external organizations.

No event, meeting, campaign, or assembly may be conducted on campus without prior written approval from the Institute. Any violation of this policy may result in disciplinary action.

12.2.13 Grievances

Students have the right to raise concerns or grievances regarding academic, administrative, or interpersonal matters in a fair and respectful manner. All grievances must be submitted through Student Services and will be addressed promptly, impartially, and confidentially to the extent possible.

Students are expected to provide accurate information and cooperate with any review or investigation process. Filing false, malicious, or frivolous complaints may result in disciplinary action.

12.3 Misconduct

Misconduct includes, but is not limited to:

Academic Misconduct

- a) Plagiarism or copying
- b) Cheating in exams or assignments
- c) Forging signatures or documents
- d) Fabricating or altering research data

Behavioral Misconduct

- a) Verbal or physical abuse
- b) Harassment or intimidation
- c) Bullying or coercive behavior
- d) Disrupting academic or administrative activities

Sexual Misconduct

(As defined by Islamic values and PPC Sections 354 & 509)

- a) Any form of sexual assault or attempt
- b) Unwanted sexual advances or communication
- c) Indecent exposure or immoral interactions
- d) Pressuring someone into inappropriate relationships

Criminal Misconduct

- a) Theft, vandalism, or damage to property
- b) Possession of weapons

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- c) Fraud, bribery, or corruption
 - d) Use, possession, or distribution of illegal substances
 - e) Any act punishable under the Pakistan Penal Code

Moral and Ethical Misconduct

- a) Dishonesty or deceitful behavior
- b) Promoting immoral or inappropriate content
- c) Behavior contrary to Islamic etiquette and principles

Digital Misconduct

- a) Posting, sharing or circulating false, defamatory, obscene or offensive content relating to the Institute or any person
- b) Cyberbullying, online harassment, stalking or intimidation
- c) Sharing confidential, private or unauthorized institutional information, images or recordings
- d) Creating fake accounts, impersonation or misuse of another person's identity
- e) Using digital platforms in a manner that harms the reputation, discipline or interests of the Institute

Any of the above actions shall be regarded as misconduct if they take place on campus, off campus, or within an online environment and will be treated as a breach of the Student Code of Conduct at IIGoC.

Alongside general standards of expected conduct, certain specific forms of misbehaviour may lead to disciplinary action and further violations. The examples listed below are not exhaustive. The Institute retains the authority to take action against conduct that is inconsistent with the Student Code of Conduct. Where an act of misconduct does not directly attract a prescribed sanction under IIGoC rules, the Institute reserves the right to determine appropriate action in line with its core values, guiding principles, and sound judgment.

12.3.1 Discrimination

- a. Expressions or actions demonstrating racial, religious, ethnic, socio-economic, or gender-based prejudice or discrimination against individuals or groups.
- b. Unequal or degrading treatment of any person based on factors including, but not limited to, race, gender, belief, or origin.
- c. Undermining merit or opportunity on the basis of such characteristics.
- d. Discrimination against individuals with disabilities, including physical, intellectual, or sensory impairments, through exclusion, denial of reasonable accommodations, or unequal treatment that limits their participation, dignity, or opportunities.

12.3.2 Aggressive Behaviour and Interpersonal Misconduct

IIGOC maintains a zero-tolerance stance toward aggressive conduct, including harassment, stalking, and ragging. Such misconduct includes, but is not limited to, the following:

a. Stalking refers to repeated, unwanted, and intrusive behaviour toward another person, such as persistent following, uninvited appearances at residence, workplace, or educational settings, or continued attempts at contact despite clear refusal. This conduct is repetitive in nature and causes distress, fear, or perceived threat to personal safety.

b. Harassment includes conduct intended to humiliate, distress, psychologically harm, or provoke an individual through actions, words, or gestures. Although it may not involve physical violence, harassment disrupts a person's ability to function academically or professionally.

Sexual harassment includes any unwelcome sexual advance, request for sexual favours, or verbal, written, or physical conduct of a sexual nature that interferes with performance or creates an intimidating, hostile, or offensive environment, including retaliatory conduct for refusal. Such conduct may occur between persons of the same or different genders.

Sexual harassment cases are not handled by the Disciplinary Committee and are referred to the Student Services Members.

c. Hazing or Ragging involves initiation practices that abuse, humiliate, or violate the dignity of new members. Initiation activities must uphold dignity and protect physical and mental well-being. Consent or intent does not constitute a defense against allegations of hazing.

d. Physical assault includes acts such as hitting, punching, kicking, pushing, or shoving. Provocation is generally not considered a mitigating factor. Provocation may be verbal or non-verbal and includes abusive language or gestures.

Intimidation involves threatening or menacing behaviour toward oneself or others to coerce compliance.

e. Taking photographs of individuals without their consent in spaces where privacy is reasonably expected is prohibited.

f. Sharing images involving nudity is strongly discouraged, as it may violate privacy, encourage unethical conduct, and create an unsafe or uncomfortable environment. Such acts may result in disciplinary action. Respect for personal boundaries and dignity is essential to maintaining an inclusive community.

g. Any conduct that poses a serious risk to human life or threatens severe physical or psychological harm.

h. Any form of retaliation against a student who reports aggressive behaviour, harassment, or any form of interpersonal misconduct, or who participates in an investigation or related process, is strictly prohibited. Retaliation includes intimidation, threats, harassment, discrimination, or any adverse action. Such conduct will be treated as a serious violation and may result in disciplinary action.

i. All forms of digital conduct must adhere to the same standards of respect and dignity. This includes, but is not limited to, online harassment, cyberstalking, sharing of harmful, false, or non-consensual content, or misuse of digital platforms to intimidate, threaten, or harm others. Such behaviour will be treated as a serious violation and may result in disciplinary action.

ii. Members of the IIGoC community are expected to uphold a culture of respect in all interactions.

Reprimand or corrective feedback should be given in private, while positive behaviour and achievements should be acknowledged and appreciated in public, in order to maintain dignity, encourage personal growth and promote a respectful institutional environment.

12.3.3 Damage to Property

- a. Theft, misuse, damage, or destruction of Institute property or the property of others on campus or during official Institute activities.
- b. Attempting to ignite fires on campus, whether successful or not, except in designated locations such as laboratories or approved facilities.

12.3.4 Unauthorized Possession of Weapons

Unauthorized possession, storage, use, or threat of use of firearms, ammunition, explosives, fireworks, or any other weapons on campus is prohibited.

12.3.5 Illegal Drugs and Alcoholic Beverages

- a. Possession or use of heroin, opiates, cocaine, marijuana, hashish, alcohol, or other intoxicating substances is strictly forbidden on campus.
- b. Offering, selling, or attempting to obtain such substances is also prohibited.

Students present in groups consuming intoxicants are advised to leave to avoid suspicion of involvement.

12.3.6 Dishonesty, Forgery, and Misrepresentation

Examples of violations include, but are not limited to:

- a. Providing false oral or written information to the Institute.
- b. Submitting forged documents.
- c. Using false identification with Institute officials.
- d. Supplying incorrect financial information to obtain aid or concessions.
- e. Forging, altering, or misusing Institute records, documents, keys, devices, or identification.
- f. Signing documents using another person's name or signature.
- g. Financial misappropriation.
- h. Making false or misleading statements of fact.

12.3.7 False Allegation

Knowingly making a false accusation of misconduct against an individual or organization.

12.3.8 Disruption

- a. Interfering with or obstructing Institute activities on or off campus.
- b. Demonstrations that significantly disrupt Institute operations.
- c. Encouraging others to cause such disruption.
- d. Blocking entrances, exits, or campus gates.
- e. Obstructing pedestrian or vehicular movement.
- f. Unauthorized entry into restricted campus areas.
- g. Disorderly conduct, including failure to follow staff instructions.
- h. Use of abusive or offensive language in public.
- i. Rude or discourteous behaviour toward faculty or staff.

12.3.9 Disturbance

All members are entitled to a reasonably quiet learning environment. Disruptive behaviour in libraries, academic buildings, laboratories, auditoriums, dining facilities, or corridors is considered irresponsible and unacceptable.

12.3.10 False Report of Emergency

Intentionally making false reports of emergencies such as fires or crimes.

12.3.11 Misuse of Safety Equipment

Unauthorized use, alteration, or tampering with safety or emergency equipment.

12.3.12 Theft or Possession of Stolen Property or Services

- a. Taking property or services without authorization.
- b. Possessing stolen property or unlawfully obtained services.

12.3.13 Unauthorized Use of Institute Keys or Access Devices

Unauthorized duplication, use, or distribution of keys or access devices.

12.3.14 Unauthorized Use of Institute Property

Using Institute property, facilities, or equipment without permission.

12.3.15 Violation of Rules of Campus Facilities

Facilities operate under specific regulations. Breaches of these rules constitute misconduct.

All hostels are single-sex residences, and entry by the opposite sex is strictly prohibited.

12.3.16 Misuse of Identification

- a. Lending identification cards to others.
- b. Possessing another person's identification without authorization.
- c. Assisting unauthorized access, including tailgating.
- d. Failing to report a lost ID promptly.
- e. Impersonation in any form.
- f. Tampering with identification or surveillance systems.

12.3.17 Misuse of Computing Resources

Misuse of IT resources includes, but is not limited to:

- a. Unauthorized system access.
- b. Sharing or obtaining passwords without consent.
- c. Disrupting systems or introducing malware.
- d. Circumventing security controls.
- e. Using IT resources to harass, threaten, or distribute obscene content.
- f. Concealing identity online.
- g. Interfering with others' communications or files.
- h. Accessing private communications without permission.
- i. Damaging IT systems or data.
- j. Installing illegal or unauthorized software.

12.3.18 Aiding, Abetting, or Incitement

Assisting, encouraging, or coercing others to violate Institute rules may attract penalties equivalent to the primary offense.

12.3.19 Unlawful Acts

Any act violating Pakistani law on or off campus while representing the Institute may result in disciplinary action, regardless of parallel legal proceedings.

12.3.20 Abuse of Disciplinary Proceedings

Includes non-compliance, false testimony, coercion, filing false complaints, influencing committee members, breaching privacy, or failure to comply with sanctions.

12.4 Academic Dishonesty

Fostering academic integrity among members of the IIG community is a fundamental element of all IIGoC academic programs. Faculty, staff, administration and students are expected to behave ethically and professionally in every aspect of their academic life at IIGoC.

Academic dishonesty refers to any form of cheating or use of unfair practices within an academic setting. Academic dishonesty includes, but is not limited to, the following:

- a. Plagiarism:** Plagiarism involves presenting another person's work as one's own. Copying the work of others without proper citation constitutes plagiarism.
- b. Cheating and Unfair Means:** Unfair means include the discussion or exchange of class notes or written materials between current students and former students in ways that undermine the learning process. Sharing or transmitting information to other students through electronic networks during lab examinations is also considered cheating.
- c. Fabrication:** The invention or falsification of data, results, citations, or any other academic information.
- d. Sabotage:** Any act that obstructs others from accessing academic resources necessary for completing their academic work.
- e. Services:** Paying for, or obtaining without payment, services from another individual to complete academic work assigned to oneself, or receiving payment or providing services to complete another student's academic work.
- f. Impersonation:** Appearing on behalf of another person in an examination, completing assignments for someone else, or marking attendance on behalf of another student.
- g. Misrepresentation to Avoid Academic Work:** Providing false information to seek leniency, such as claiming illness, family death, or an accident.
- h. Aiding and Abetting Academic Dishonesty:** Knowingly assisting plagiarism or any other form of academic dishonesty, for example by sharing assignment solutions with another student.
- i. Other:** Failure to adhere to standards of academic honesty set by a faculty member or academic department.

12.5 Institute Disciplinary Procedures

12.5.1 The Committees on Discipline

All violations of the Code of Conduct are to be reported to Student Services. The Student Services Members are responsible for reviewing all reported cases and determining the appropriate course of action. Where necessary, cases involving more serious concerns may be referred to the Disciplinary Committee (DC). The DC members will then review the matter and see it through to resolution, including the determination and enforcement of appropriate disciplinary measures. Appeals may be requested in accordance with institutional procedures.

12.5.2 Right to Disciplinary Proceeding

Except in cases involving temporary suspension by the Principal or allegations of sexual harassment handled by the Disciplinary Committee, disciplinary sanctions may not be imposed without following the Institute Disciplinary Procedures and UHS suspension policy.

12.5.3 Initiation of Disciplinary Proceedings

1. Complaint: Any IIG community member may submit an online complaint through Student Services alleging misconduct under the Student Code of Conduct or other Institute policies. The Disciplinary Committee may also initiate proceedings suo motu (on its own motion, i.e., without receiving a formal complaint, based on its own observation or information). Complaints should be submitted promptly and may be deferred to the following semester if received near the end of a semester.

2. Review of Complaint: Student Services Members review all complaints and may dismiss them, resolve minor matters, or refer cases involving serious concerns to the Disciplinary Committee (DC).

3. Investigation: Where necessary, Student Services may request or conduct an investigation to gather relevant information and evidence. In cases referred to the DC, additional investigation may be undertaken as required.

4. Summons: The accused student is notified in writing by Student Services of the allegation and, where applicable, details of the hearing before the appropriate body.

5. Written Statement: The accused must submit a written response prior to the hearing, typically within 24 hours, unless waived in urgent circumstances.

6. Obligation to Admit to Misconduct: The accused is not required to admit misconduct. However, providing false or misleading information may result in additional disciplinary action. Statements made may be used during proceedings.

7. Failure to Appear: If the accused fails to appear despite proper notice, Student Services or the Disciplinary Committee (as applicable) may proceed and render a decision based on the available information.

12.5.4 Temporary Suspension

The Principal may temporarily suspend a student as per university suspension policy if their presence poses a serious risk to the Institute. Disciplinary proceedings must begin within five working days. If found not guilty, the student may be allowed to complete missed academic work.

12.5.5 Conduct of Hearings

1. Nature of Hearing: The Student Services determines whether cases are heard by the Student Services Members or Disciplinary Committee.

2. Quorum: A quorum requires half the members for full hearings and at least two members for sub-committee hearings.

3. Advocate: The accused may be accompanied by a student advocate who may advise but not actively participate.

4. Witnesses: Individuals with relevant information may be called, subject to consent.

5. Status Pending Proceedings: The accused retains student or organizational status unless suspension is deemed necessary.

6. Conflict of Interest: Committee members with conflicts must recuse themselves. Challenges to Committee members may be raised and voted upon.

7. Closed Hearings: All hearings are private to protect confidentiality.

8. Evidentiary Rules: Formal legal rules do not apply. Evidence must be disclosed to the accused, with limited exceptions.

9. Verbatim Record: Hearings may be recorded for official record.

10. Burden of Proof: The Institute must establish misconduct by a preponderance of evidence.

11. Decisions: Decisions are made by majority vote and communicated in writing.

12. Mitigating and Aggravating Circumstances: The Committee may consider relevant factors, excluding GPA, stress, or pleas.

13. Privacy: Sanctions are recorded confidentially and shared only with authorized individuals and offices.

12.5.6 Sanctions for Non-Academic Offences

Sanctions may include warnings, probation, educational penalties, fines, housing relocation, degree withholding, suspension, separation, expulsion or censure. Financial aid is generally unaffected unless donor conditions apply.

12.5.7 Sanctions for Academic Dishonesty

Penalties range from warning letters to expulsion, including grade penalties and separation periods. Repeat offenses carry stricter consequences.

12.5.8 Disciplinary Appeals (DA)

The DA appeals are reviewed against disciplinary decisions by DC. Appeals must be filed within 07 working days and are considered only on procedural grounds, bias or new evidence. Dissatisfaction alone is not sufficient grounds for appeal.

13. Academic Standing

Academic standing is a measure of the student's academic achievement, relative to his/her degree requirements. It determines the eligibility to continue in the chosen academic plan and to qualify for graduation.

To remain in good academic standing, students are required to maintain a minimum CGPA of 2.00 at the end of each regular semester and during their study.

13.1 Academic Warning

Academic warning (unlike probation based only on CGPA) is based on the regular semester GPA as well. A warning letter is issued to indicate that students must seriously focus on their studies, as they run the risk of being put on probation if they do not improve their academic performance.

Warning letters are issued:

- If the Semester GPA in any regular semester falls below 2.00, regardless of the CGPA.
- If CGPA is below 2.50 but is above 2.00.

13.2 Probation and Separation

The academic performance of a student is closely monitored by the Head of Department/Principal, especially during his/her warning and probation period. Students who fail to demonstrate a marked improvement in their academic performance while on probation are separated from their respective academic programmes.

Students may go on probation without receiving an academic warning beforehand.

A student is placed on academic probation as listed below:

- If the CGPA falls below 2.00 at the end of any regular semester.
- If the CGPA of the student is below 2.00 for two consecutive regular semesters, then s/he is separated from the programme.

Note: If the academic performance of a student improves and CGPA is equal to or above 2.00 then the student regains good academic status.

In the case of first year student, if the CGPA falls below 2.00 at the end of the Fall semester (first semester after admission), the student is placed on probation in the next regular semester. If CGPA remains below 2.00 then the student is separated from the academic programme with immediate effect.

Please recall that first year students are not allowed to take the first semester off. If a first-year student while on probation takes the second semester off, s/he is placed on academic probation in the semester that s/he re-joins.

14. Academic Honours

Academic honours encompass end of semester recognition, end of the year recognition and all the way up to honours and medals at the time of graduation. Please note that repeated courses do not count towards honours and awards, throughout the degree tenure.

The Institute has defined policies to recognize high achievers and best performing students as discussed in detail below:

14.1 Honours

At the time of graduation, excellence in academic performance is recognized, according to the below listed criteria:

- Graduation with High Distinction CGPA of 3.8 and above, award of High Distinction plaque and certificate.
- Graduation with Distinction CGPA of 3.6 to 3.79, award of Distinction plaque and certificate.

14.2 Medals

At the time of graduation, all graduating students compete for medals/awards.

- If an external transfer student secures the highest GPA among the students s/he will be considered for awarding of medal along with the any other regular student as per his/her performance and eligibility criteria.
- The student with the best academic record, having the highest CGPA within the range 3.90 to 4.00, receives a gold medal for overall first position.
- The student with the second highest CGPA, which should not be less than 3.60, receives a silver medal for overall second position.

In case there is a tie for the overall first position and the overall second position, the tie is broken according to the following defined criteria:

- CGPA is extended up to 6 decimal places for comparison; the student with the highest CGPA thus established, is eligible for the medal.
- If the tie still remains, the highest number of A+ or A grades obtained in 3-4 credit hour courses are counted. The student with the highest number of A+ or A grades will qualify for the medal.
- In case the tie remains, both students receive the gold medal and there is no silver medal.
- If the overall first position is not tied, then for the overall second position, in case of a tie, the above defined process is followed.

14.3 Distinctions

Students who achieve distinction in their professional examinations will be awarded a Certificate of

Distinction by the institution. The criteria for distinction shall be in accordance with the regulations of the University of Health Sciences. The institution strictly follows the distinction criteria prescribed by the university, and certificates will be issued to recognize such academic excellence.

14.4 Other Medals

Best Player of the Year

The objective of the Best Player of the Year Medal is to recognize and honour graduating students who have excelled in sports during their time in Institute. The Medal aims to acknowledge outstanding athletic achievements, leadership qualities, sportsmanship, and contributions to the IIG's sports community. The two categories of the sports medals are as follows:

- Sports Medal – Male
- Sports Medal – Female

The recipients of these medals are selected by the relevant committees following thorough criteria and a rigorous selection process. For detailed eligibility criteria for the sports, please contact the Office of Sports.

14.5 Best Graduate List

At the end of programme students who have performed exceptionally well are placed on the Best Graduate List. The following criteria must be met by the undergraduate students for academic recognition: Top position holder with the best academic performance throughout the programme.

15. Graduation Tracking

To fulfil the graduation requirements students must be in good academic standing. They cannot graduate while on academic probation. The process for graduation is defined below:

15.1 Clearance Form

Only the students who complete their graduation requirements in their final semester of the academic year and submit their clearance form within the announced deadline are allowed to participate in the upcoming annual convocation.

Once the clearance form has been submitted and requirements have been verified by the respective department and the Alumni Officer, the student's course enrollment is locked. clearance form once verified and approved by the department will not be reverted.

All students who are eligible for graduation in a particular year, irrespective of their enrollment year, are in competition for graduation honours.

Students who are involved in a disciplinary case and have not fulfilled the penalty may not be allowed to participate in the convocation ceremony.

Students with their status on hold by the Financial Aid Department may be allowed to attend the convocation ceremony. For all such students, the academic documents remain on hold till the University decisions in their regard are fulfilled and the University clearance process is complete. However, clearance of financial dues is necessary in order to attend the convocation.

Students wishing to withdraw their GAF application should inform the Alumni Officer within 14 days after the semester final examination week. Withdrawal requests after the deadline will not be entertained.

15.2 Other Graduation Clearance Requirements

The Student Affairs initiates the clearance process for the tentative graduating students.

Students need to fulfill the following requirements for Graduation Clearance:

- Submit an undertaking and return the specified items to the respective departments, latest by the deadline announced.
- Return all borrowed books and other issued materials to the library, student clubs and societies, and any other relevant departments or offices.
- Clear any outstanding dues. If dues are pending, student will receive fee voucher in his/her self-service. To avoid any hindrance in graduation, the dues must be cleared within the stipulated deadline.

Only students fulfilling the clearance requirements are allowed to attend the annual convocation and receive degrees.

Students who do not wish to attend the Annual Convocation after confirmation should inform the Office of the Registrar within 14 days after the semester final examination week.

Students who wish to attend the convocation after initially declining their participation must also inform the SAO within 14 days following the semester's final examination week.

15.3 Graduation Denied

A student's name is removed from the list of graduating students if:

- The student is unable to fulfil his/her graduation requirements in the final year or final semester.
- The student is involved in an unprofessional/disciplinary/Values & Ethics (V&E) incident or is barred from attending the convocation by the relevant Committee.

In case of ineligibility to graduate, students are informed by the Student Affairs Officer.

15.4 Name on Transcript and Degree

After admission is confirmed, student profiles are created for record. After enrollment and registration, it is the prime responsibility of the student to review his/her respective profile. If there is any discrepancy, especially in the name and/or the date of birth, the student should get it rectified.

Note: As per the instructions of the Higher Education Commission, Pakistan (HEC), the name, father's name and the date of birth of a student must be the same throughout his/her educational testimonials such as Matriculation, Intermediate, Bachelors and Masters onwards to PhD Degrees/Transcripts, as well as on Computerized National Identity Card/ Passport. Otherwise, the documents will not be attested by HEC.

15.5 Walking In Convocation

Purpose:

The purpose of this policy is to establish guidelines for allowing students, who have not yet completed their graduation requirements, to walk in the Convocation procession with their batch and to attend the ceremony, henceforth referred to as “Walking in the Convocation”

Eligibility Criteria:

Students who have not yet completed all graduation requirements may be permitted to walk in the convocation procession with their batch and attend the ceremony. This includes students who have pending examinations, supplementary examinations, or other academic requirements, provided that they are formally enrolled to complete those requirements and are expected to fulfill them within the prescribed academic framework.

Permission to walk in the convocation does not imply the awarding of a degree. The degree will only be conferred once all academic and graduation requirements have been successfully completed in accordance with the regulations of the relevant authorities and the institution.

Degree Conferral:

The names of such students will not be called out during the current Convocation ceremony in which they are walking, and nor will they be called up on the stage.

Their degree will be formally conferred as part of the subsequent convocation once they have met all degree requirements. These students will have the option of attending that convocation ceremony once their name is formally part of that year’s final list of graduating students.

15.6 Award of Regular Degree on the Convocation Day

Students graduating from the institute are required to apply directly to the University for the Issuance of their original degree in accordance with the university’s prescribed procedures and regulations. The institute does not process or issue the official degree on behalf of the university.

On the day of the convocation ceremony, graduates will be ceremonially recognized and presented with a degree folder, commemorative certificate, or ceremonial scroll as part of the formal proceedings. This presentation symbolizes the completion of their academic program and participation in the convocation ceremony.

The official degree will be issued separately by the university upon completion of the required application process and fulfillment of all academic and administrative requirements

15.7 Awarding Degrees in Absentia

Purpose:

The purpose of this policy is to establish guidelines for awarding degrees to students who are unable to attend the graduation ceremony in person, henceforth referred to as "degrees in absentia." This policy ensures that deserving candidates receive their degrees without the need for physical presence at the ceremony.

Eligibility Criteria:

- a. Students eligible for degrees in absentia must have fulfilled all academic requirements for their respective degree programs.
- b. Subject to the completion of degree requirements, the student's name is added to the final list of graduating students for that year.

Degree Conferral:

- a. The student's degree will be conferred during the graduation ceremony.
- b. The student's name will be called on stage. The degree will be handed to the student personally; however, in exceptional cases, a guardian may receive the degree on behalf of the student.
- c. The degree conferred in absentia holds the same status and recognition as degrees conferred in person.

15.8 Awarding a Posthumous Degree**Purpose:**

The purpose of this policy is to establish guidelines for awarding a posthumous degree to a student who has unfortunately passed away prior to the completion of his/her degree requirements, henceforth referred to as "Posthumous degree".

Criteria:

- a. The deceased student, if an undergraduate, must have attained junior level status in his/her programme.
- b. A graduate student should have completed two-thirds of the degree requirements.
- c. The deceased student must have been in good academic standing in their academic program. (This translates to a minimum CGPA of 2.0 for an undergraduate student, and 2.5 for a graduate student)
- d. The deceased student must have no record of pending or previous (serious) disciplinary action.

Degree Conferral:

- a. The deceased student's degree will be conferred during the graduation ceremony.
- b. An invitation to attend the ceremony and receive the degree on behalf of the deceased student will be sent to his/her parents. A family member may collect the degree on stage. For further details regarding the initiation of request and approval process, please contact Alumni Officer.



SECTION III
EDUCATIONAL INSTITUTES OF IIGOC

16. SIALKOT MEDICAL COLLEGE

16.1 Bachelor of Medicine and Bachelor of Surgery (MBBS)

The MBBS program is a professional medical degree designed to train students to become competent and compassionate doctors. It provides a comprehensive foundation in medical sciences, clinical skills, and patient care. The program combines theoretical knowledge with practical experience, enabling students to understand the human body, diagnose illnesses, and provide effective treatment.

Graduates of the program are prepared to work in hospitals, clinics, and community health settings, serving the healthcare needs of society while upholding high standards of professionalism and ethics.

16.2 Outcomes of Program

The expected generic competencies and outcomes in a medical graduate are as follows:

1. Skillful
2. Knowledgeable
3. Community Health Promoter
4. Critical Thinker
5. Professional
6. Scholar
7. Leader and Role Model

A 'seven-star doctor' Pakistani medical graduate should be able to demonstrate various traits as detailed under each competency. These attributes are the bare minimum requirements

16.3 Course/Credit Hour Distribution

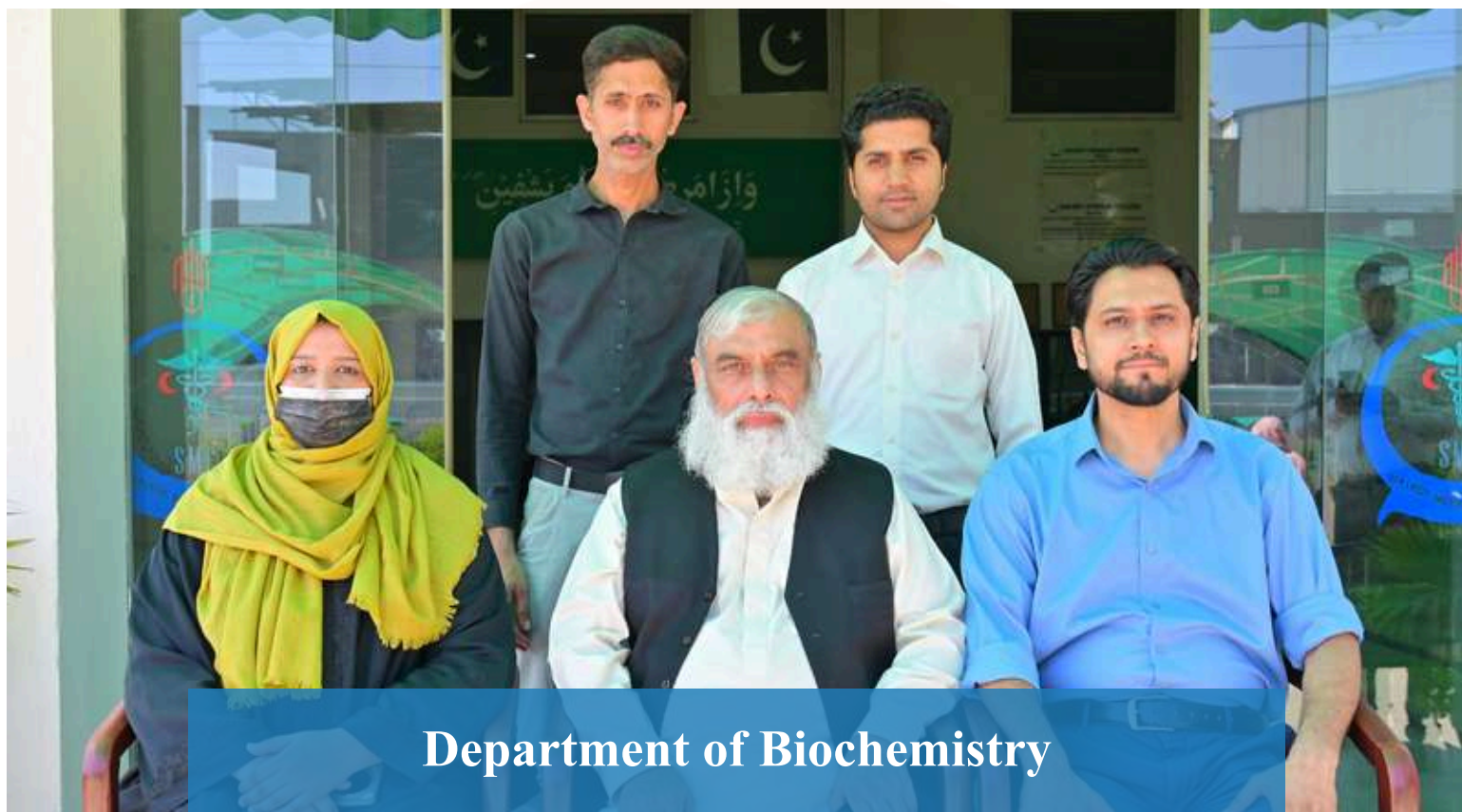
For details on course/credit hour distribution and scheme of study please refer to the curriculum.



16.4 Faculty



16.4 Faculty



16.4 Faculty



16.4 Faculty



16.4 Faculty



16.4 Faculty



16.4 Faculty



17. IMRAN IDREES INSTITUTE OF ALLIED HEALTH SCIENCES

17.1 DEPARTMENT OF PHYSICAL THERAPY (DPT)

Physical therapy is an essential segment of the modern healthcare system. It is a “science of healing and art of caring.” It pertains to the clinical examination, evaluation, assessment, diagnosis, and treatment of musculoskeletal, neurological, cardiovascular, and respiratory system functional disorders, including symptoms of pain, edema, and physiological, structural, and psychosomatic conditions.

It involves methods of treatment based on movement therapy, manual therapy, physical agents, and therapeutic modalities to relieve pain and other complications.

Hence, physical therapy covers the fundamental parameters of healing sciences, including preventive, promotive, diagnostic, rehabilitative, and curative care.

17.1.1 Outcomes of the Program

As the profession of physical therapy is evolving toward doctoral-level education due to advancements in foundational and clinical sciences, entry-level physical therapist practitioners are expected to:

- Screen patients for possible underlying medical conditions that may present as neuromuscular, musculoskeletal, cardiopulmonary, pediatric, or women’s health issues and may require referral to another healthcare practitioner.
- Assess and manage conditions related to neuromuscular, musculoskeletal, cardiopulmonary, pediatric, and women’s health through evidence-based treatments and rehabilitation protocols.
- Analyze and critically appraise evidence from research literature to guide the selection of optimal interventions and achieve functional outcomes for patients.
- Demonstrate a thorough synthesis of evidence related to defined clinical questions relevant to the physical therapy profession.
- Through oral and written presentations, demonstrate competence in literature review, evaluation of evidence strength, synthesis of study findings, interpretation of results, and application of evidence to physical therapy practice.
- Complete a research project at the end of coursework in the form of a descriptive analytical study, comparative study, single-case research design, or applied clinical research relevant to the field of physical therapy.

17.1.2 Course/Credit Hour Distribution

For details on course/credit hour distribution and scheme of study please refer to the curriculum.

17.1.3 Faculty



17.2 DEPARTMENT OF NUTRITION (BS NUTRITION)

Human nutrition and dietetics are indispensable in the pursuit of public health and individual wellness as they serve as the cornerstones of optimizing human health. These disciplines provide the knowledge and expertise needed to understand the intricate interplay between dietary choices and well-being. Through evidence-based practices, they pay to the prevention and management of a myriad of health conditions, thus reducing the burden on healthcare systems. Furthermore, they empower individuals to make informed dietary decisions, ultimately promoting longevity and an improved quality of life.

Regrettably, the oversight of this critical sector in developing nations such as Pakistan has had detrimental consequences on the health of individuals across all age groups. The potential of nutrition and dietetics in preventing and managing diseases remains vastly untapped, primarily due to the absence of this essential discipline within the country.

Recognizing the fundamental importance and extensive scope of these fields, the University of Health Sciences is poised to introduce a four-year degree program, "B.S. (Hons.) Nutrition & Dietetics. This program will provide students with a distinctive and influential career trajectory, enabling them to make substantial contributions to both individual and societal well-being in a continually evolving realm of health and nutrition.

17.2.1 Outcomes of the Program

- **Understanding of Nutrition Science:**

Knowledge of macronutrients, micronutrients, digestion, metabolism, and their roles in human health and disease.

- **Dietary Assessment and Planning:**

Proficiency in assessing individuals' dietary needs and developing appropriate nutrition plans to promote health and address specific conditions or requirements.

- **Food and Nutrition Policy:**

Awareness of policies and regulations related to food safety, food labeling, public health, and nutrition guidelines.

- **Clinical Nutrition and Therapeutics:**

Competence in providing nutritional therapy for various health conditions and diseases, and understanding how nutrition impacts the management and treatment of illnesses.

- **Community and Public Health Nutrition:**

Knowledge and skills to design and implement nutrition education programs, and promote healthful behaviors in communities and populations.

- **Research and Critical Thinking:**

Ability to critically evaluate scientific research, design experiments, and contribute to advancements in nutrition science through evidence-based practice.

- **Professional Communication and Ethics:**

Effective communication skills for interacting with clients, healthcare teams, and the public, while adhering to ethical standards and professional conduct in the field.

- **Cultural Competence:**

Awareness and understanding of diverse cultural practices and beliefs related to food and nutrition, and the ability to tailor nutrition advice accordingly.

- **Lifelong Learning and Professional Development:**

Cultivation of a mindset for continuous learning and keeping up-to-date with advancements in nutrition science and related fields.

17.2.2 Course/Credit Hour Distribution

For details on course/credit hour distribution and scheme of study please refer to the curriculum.

17.2.3 Faculty



17.3 DEPARTMENT OF MEDICAL LABORATORY TECHNOLOGY (BS MLT)

BS Medical Laboratory Technology (MLT) is an undergraduate program offered by the University of Health Sciences. It is an Allied Health specialty concerned with the diagnosis, treatment, and prevention of diseases through the use of clinical laboratory tests. MLT is a vital component of modern healthcare. The work of medical laboratory technologists directly impacts patient outcomes, and their dedication to providing accurate and reliable laboratory results is essential for the effective functioning of the healthcare system. In fact, the practice of modern medicine depends on laboratory technology; therefore, MLT graduates will play a vital role in the medical field.

17.3.1 Outcomes of the Program

The learning outcomes of a Bachelor of Science in Medical Laboratory Technology (MLT) program typically cover a range of knowledge, skills, and competencies that prepare students for a successful career in the field. The specific learning outcomes of the MLT program offered by UHS are:

I. Core Knowledge:

Demonstrate a comprehensive understanding of the principles and theories underlying medical laboratory science, including anatomy, physiology, biochemistry, and microbiology.

II. Laboratory Techniques:

Develop proficiency in performing a variety of laboratory tests and techniques, including but not limited to hematology, clinical chemistry, microbiology, immunology, and molecular diagnostics.

III. Instrumentation and Technology:

Gain hands-on experience with modern laboratory equipment, automation, and technology used in diagnostic testing. This includes the ability to operate and troubleshoot laboratory instruments.

IV. Specimen Collection and Processing:

Learn proper techniques for collecting, handling, and processing various biological specimens, ensuring the accuracy and integrity of laboratory results.

V. Quality Assurance and Control:

Understand and apply principles of quality assurance and quality control in the laboratory setting to maintain the accuracy, precision, and reliability of test results.

VI. Ethical and Professional Practices:

Demonstrate ethical behavior and adhere to professional standards and regulations in the practice of medical laboratory technology. Understand the importance of patient confidentiality and privacy.

VII. Critical Thinking and Problem-Solving:

Develop the ability to critically analyze laboratory data, interpret results, and troubleshoot issues that may arise during testing. Apply problem-solving skills to address challenges in the laboratory setting.

VIII. Communication Skills:

Effectively communicate laboratory findings verbally and in writing to healthcare professionals, colleagues, and patients. Develop interpersonal skills for collaborative work within the healthcare team.

IX. Safety Protocols:

Adhere to strict safety protocols and practices in the laboratory environment, ensuring the well-being of oneself, colleagues, and patients.

X. Continuing Education and Professional Development:

Recognize the importance of lifelong learning and stay abreast of advances in medical laboratory science. Pursue opportunities for continuing education and professional development to enhance knowledge and skills.

XI. Clinical Experience:

Gain practical experience through clinical rotations or internships in real-world healthcare settings. Apply theoretical knowledge to actual patient care scenarios and develop competence in performing laboratory tests under supervision.

XII. Research Literacy:

Develop an understanding of research methods and the ability to critically evaluate scientific literature. Some programs may include opportunities for students to engage in research projects.

These learning outcomes collectively prepare UHS graduates of an MLT program to enter the workforce as competent and skilled medical laboratory professionals, contributing to the diagnosis, treatment, and prevention of diseases through laboratory testing.

17.3.2 Course/Credit Hour Distribution

For details on course/credit hour distribution and scheme of study please refer to the curriculum.



17.2.3 Faculty



17.4 DEPARTMENT OF MEDICAL IMAGING TECHNOLOGY (BS MIT)

The Medical Imaging Technology course is a four-year undergraduate program designed to provide students with foundational knowledge in radiological investigations. The focus is on imparting essential technical skills for the operation and maintenance of diverse imaging equipment, including X-ray machines, ultrasound/Echocardiography devices, magnetic resonance imaging (MRI) scanners, computed tomography (CT) scanners, nuclear medicine, and specialized Interventional Radiology/cardiac equipment. In response to the expanding healthcare sector in Pakistan, there is a growing demand for proficient medical imaging technologists capable of operating and maintaining imaging equipment.

These professionals play a vital role in supporting radiologists and physicians in image interpretation, ensuring patient safety during imaging procedures, and contributing significantly to the diagnosis, treatment, and monitoring of various medical conditions.

17.4.1 Outcomes of the Program

Following competencies will be expected from a student completing a 4-year degree course in Medical Imaging Technology. The student should be proficient to:

- Provide quality patient care in routine as well as advanced imaging procedures
- Use digital imaging and information technology equipment competently, through the application of the principles and theories of its operation
- Evaluate performance characteristics of equipment
- Implement an effective radiation protection program
- Apply the knowledge of human sectional anatomy to related clinical procedures
- Apply clinical imaging protocols to specialized imaging procedures
- Apply the principles of management, organizational behavior, supervision, budgeting, human resource management, and labor relations in a medical imaging environment
- Enhance human interaction and performance in the clinical environment by integrating liberal education principles

The MI Technologist should be able to integrate seven areas of key importance in imaging departments. The seven areas include patient care, use of technology, optimization of dose, clinical responsibility, organization, quality assurance, and education and training.

17.3.2 Course/Credit Hour Distribution

For details on course/credit hour distribution and scheme of study please refer to the curriculum.



17.2.3 Faculty



17.5 DEPARTMENT OF OPERATION THEATER TECHNOLOGY (BS OTT)

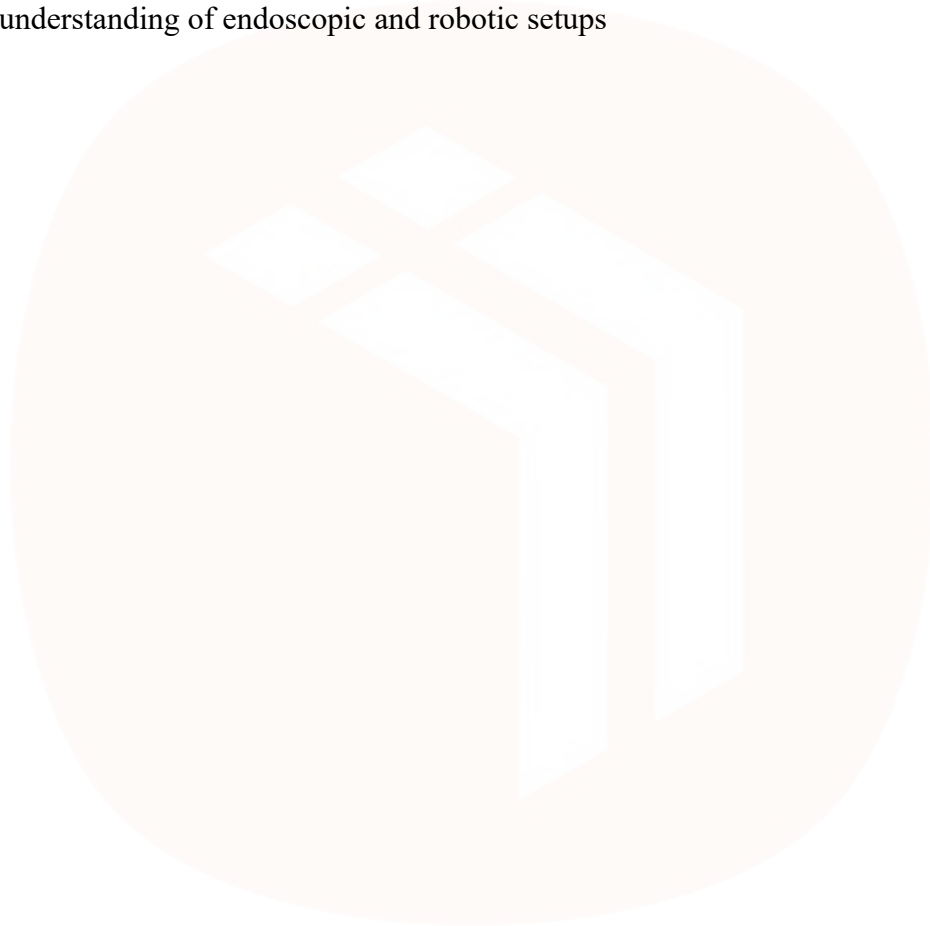
Operation Theater Technologists / Surgical Technologists are members of a multidisciplinary team in operation theaters who prepare and maintain an operating theater. Allied and healthcare professionals (AHPs) include individuals involved in the delivery of health or healthcare-related services, with qualification and competence in therapeutic, diagnostic, curative, preventive, and/or rehabilitative interventions. They work in multidisciplinary health teams in varied healthcare settings including doctors (physicians and specialists), nurses, and public health officials to promote, protect, treat, and/or manage a person's physical, mental, social, emotional, environmental health, and holistic well-being.

17.5.1 Outcomes of the Program

Following competencies will be expected from a student completing a 4-year degree course in Operation Theatre Technology. The student should be proficient in:

- Overall understanding of the surgical suites, working of operation theater & Central Sterile Supply Department
- Acquire an understanding of the ethical, legal, moral, and medical values related to the patient and the surgical team during the peri-operative experience
- Assume accountability as an advocate for the patient's right to privacy, dignity, safety, and comfort
- Apply the principles of asepsis in all aspects of the role of operation theater technologist
- Apply Standard Precautions to ensure the health & safety of patients, OT staff, and self
- Lead the team of technicians & assistants in care of equipment & supplies including sterilization & disinfection
- Apply sterile techniques to create sterile fields and maintain sterility during procedures
- Provide for environmental safety of the patient and the surgical team
- Demonstrate organizational skills and manual dexterity in preparing a safe peri-operative environment
- Implement safe practice techniques regarding peri-operative routines, patient transportation, positioning, and emergency procedures
- Apply knowledge of anatomy and physiology, including recognition of pathological deviations in surgical care
- Identify and respond to emergency situations in a calm and efficient manner
- Demonstrate a basic understanding of pharmacology concepts
- Correlate the elements, action, and use of medications and anesthetic agents used during the peri-operative experience
- Communicate effectively with surgeons, anesthetists, biomedical departments, and patients, and address the bio-psychosocial needs of surgical patients

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- Facilitate the surgeon during surgery and ensure availability of all required supplies
 - Maintain stock and inventory of instruments and equipment
 - Collaborate and coordinate with biomedical repair and maintenance teams of the institute
 - Participate in quality management activities and operate within budget limits and cost-effectiveness
 - Apply knowledge of anesthesia techniques & supplies to facilitate the anesthetist
 - Understand endoscopes, their functions, and maintenance
 - Have complete understanding of endoscopic and robotic setups



17.5.2 Course/Credit Hour Distribution

For details on course/credit hour distribution and scheme of study please refer to the curriculum.



17.2.3 Faculty



17.6 DEPARTMENT OF EMERGENCY & INTENSIVE CARE UNIT

WILL BE UPLOADED SOON



18. IMRAN IDREES COLLEGE OF PHARMACY

18.1 DEPARTMENT OF PHARMACY (PHARM.D)

The five-year Doctor of Pharmacy (Pharm. D.) program provides students with a comprehensive foundation in pharmaceutical sciences and clinical practice. The curriculum is designed to build expertise in the core areas of Pharmaceutics, Pharmacology, Pharmaceutical Chemistry, Pharmacognosy, and Pharmacy Practice. Additionally, courses in Basic Medical Sciences provide a strong understanding of human anatomy, physiology, and pathology, forming the basis for effective healthcare delivery.

The program integrates these foundational sciences with advanced training in Pharmacy Practice, ensuring students develop the clinical skills needed for patient-centered care. Through practical experiences such as hospital rotations, community pharmacy internships, and case-based learning, students gain real-world exposure to medication management, patient counseling, and healthcare collaboration. This blend of theoretical knowledge and hands-on practice equips graduates to excel in diverse pharmacy roles, from clinical and hospital pharmacy to research, regulatory affairs, and pharmaceutical industry positions.

The program's multidisciplinary approach fosters innovation, ethical practice, and lifelong learning, preparing graduates to contribute meaningfully to the advancement of healthcare. It emphasizes critical thinking, ethical practice, and effective communication, ensuring graduates are prepared to play a key role in improving patient outcomes.

Graduates of the Pharm. D. program are well-positioned to work in hospitals, community pharmacies, pharmaceutical industries, regulatory agencies, government departments, non-governmental organizations, various disease control programs, and international health organizations, as well as become entrepreneurs and pursue further specialization.

The curriculum is structured to not only meet national and international standards but also instill a commitment to lifelong learning, ensuring that graduates remain at the forefront of advancements in pharmacy and healthcare.

18.2 Outcomes of Program

By the completion of Doctor of Pharmacy degree program, the graduates will be able to:

1. Apply knowledge, attitudes, and skills to contribute effectively to pharmaceutical manufacturing, quality control and product development.
2. Integrate principles of pharmaceutical sciences and product development to optimize drug therapy and human health outcomes.
3. Apply the in-vogue Pharmacotherapy protocols for rational use of medication for optimum delivery of health care systems.
4. Design and evaluate personalized medication plan for specialized and critically ill patients for safe and efficient practice of medicine and Pharmacy.
5. Demonstrate innovation, competence, and entrepreneurial skills to advance the pharmaceutical industry, academia, and related professional practices.
6. Utilize expertise to develop sustainable technopreneurial projects addressing national and global healthcare needs.

7. Demonstrate commitment to lifelong learning and continuous professional growth to stay updated with evidence-based pharmacy practices.

8. Exhibit effective communication, teamwork, and leadership skills in different practicing sectors of healthcare system including community and hospital, Industry and at academia levels.



18.3 Course/Credit Hour Distribution

For details on course/credit hour distribution and scheme of study please refer to the curriculum.



18.4 Faculty



19. IMRAN IDREES COLLEGE OF NURSING

19.1 DEPARTMENT OF NURSING (BSN)

The Bachelor of Science in Nursing (BSN) program is a rigorous 4-year (8-semester) academic and clinical training course aimed at developing competent, compassionate, and culturally aware nursing professionals. Structured under the COMPASS framework, the program integrates the core natural and biomedical sciences, nursing theory, clinical competencies, cultural competence, and research. It employs a Block System model that ensures equal exposure to theory and clinical practice throughout the academic calendar.

19.1.1 Outcomes of the Program

Upon successful completion, graduates will be able to

1. Perform core nursing procedures aligned with safety and competency levels (1–5: Novice to Expert).
2. Apply the nursing process to both simulated and real clinical settings.
3. Demonstrating cultural competence in assessments and care planning.
4. Effective communication in diverse, multilingual, and multicultural contexts.
5. Leadership, team coordination, and healthcare system navigation.
6. Engage in reflective practice and continuous professional development

19.1.2 Course/Credit Hour Distribution

For details on course/credit hour distribution and scheme of study please refer to the curriculum.



19.2 POST RN

The goal of the Post R. N. B. Sc Nursing education program is to prepare a graduate (degree holder nurse) who is health oriented rather than disease oriented and is able to provide care to the well and sick individuals, families and communities. Thus, the principles of primary health care are central to this B. Sc Nursing curriculum.

19.2.1 Outcomes of the Program

Upon completion of the 02 years B.Sc. Nursing Program, the Graduate will be able to:

1. Utilize cognitive, psychomotor and affective abilities derived from the humanities and the natural, behavioral and nursing sciences to provide nursing care to individuals, families, groups, and communities.
2. Utilize the nursing process to deliver safe and effective nursing care for an individual, family, group and community at primary, secondary, and tertiary levels.
 - a. Assess the ability to meet basic needs and to accomplish the activities of daily living.
 - b. Formulate a nursing diagnosis in relation to basic human.
 - c. Prioritize multiple diagnoses.
 - d. Develop an individualized nursing care.
 - e. Implement the plan of care.
 - f. Evaluate the response of nursing intervention and the effect of the intervention and revise the care plan as needed.

19.2.2 Course/Credit Hour Distribution

For details on course/credit hour distribution and scheme of study please refer to the curriculum.



19.3 LHV

The Lady Health Visitor (LHV) program is a professional diploma program designed to prepare female healthcare workers to provide primary healthcare services at the community level, particularly for women, children, and families. The program focuses on maternal and child health, disease prevention, family planning, nutrition, and health education. It equips students with both theoretical knowledge and practical clinical skills required to deliver healthcare services in rural and urban communities. Typically offered as a two-year diploma, the LHV program combines classroom teaching with clinical and community-based training. Students study subjects such as anatomy and physiology, microbiology, public health, maternal and child health, family planning, nutrition, and community health practices. Lady Health Visitors serve as frontline healthcare providers and act as a link between the community and the healthcare system. Their role includes promoting preventive healthcare, providing basic medical care.

19.3.1 Outcomes of the Program

After successful completion of the LHV program, graduates are expected to:

1. Deliver antenatal, postnatal, and neonatal care while monitoring the health of mothers and children.
2. Participate in community outreach programs and promote preventive healthcare practices such as hygiene, immunization, and nutrition.
3. Educate families about family planning methods and reproductive health to improve maternal and family wellbeing.
4. Provide health awareness and counseling to individuals and communities regarding disease prevention and healthy lifestyles.
5. Perform basic nursing procedures, first aid, and management of common health conditions in community settings.
6. Recognize early signs of illness and refer patients to appropriate healthcare facilities when advanced care is required.
7. Work ethically and professionally while respecting cultural values and patient confidentiality.

19.3.2 Course/Credit Hour Distribution

For details on course/credit hour distribution and scheme of study please refer to the curriculum.



19.4 Faculty



20. iSPARK

20.1 DEPARTMENT OF COMPUTER SCIENCE (BS CS)

The BS Computer Science program equips students with a strong foundation in computing, programming, and software development. It emphasizes problem-solving, algorithmic thinking, and hands-on experience with modern technologies. Students learn to design, develop, and maintain software applications while understanding the theoretical principles of computer science. Graduates are prepared for careers in software engineering, data science, artificial intelligence, and research.

20.1.1 Outcomes of the Program:

Upon completion, graduates will be able to:

1. Demonstrate proficiency in programming languages, software development, and algorithmic problem-solving.
2. Apply computational and mathematical principles to design efficient software solutions.
3. Analyze and evaluate complex computing problems and propose appropriate solutions.
4. Develop applications using modern software tools, frameworks, and technologies.
5. Understand professional, ethical, and legal responsibilities in computing.
6. Engage in lifelong learning to stay updated with emerging trends in computer science.
7. Communicate effectively within multidisciplinary teams and contribute to collaborative projects.

20.1.2 Course/Credit Hour Distribution

For details on course/credit hour distribution and scheme of study please refer to the curriculum.



20.2 DEPARTMENT OF INFORMATION TECHNOLOGY (BS IT)

The BS Information Technology program focuses on the practical aspects of IT infrastructure, networking, cyber security, and information systems management. Students gain hands-on experience with system administration, network security, database management, and cloud technologies. The program prepares graduates to implement and manage IT solutions across businesses and organizations.

20.2.1 Outcomes of the Program

Upon completion, graduates will be able to:

1. Design, implement, and manage secure information systems for organizations.
2. Apply knowledge of networking, databases, and cloud technologies to real-world IT problems.
3. Analyze IT requirements and recommend suitable hardware and software solutions.
4. Implement cybersecurity measures to protect organizational data and resources.
5. Understand legal, ethical, and professional standards in IT practices.
6. Demonstrate problem-solving skills in IT operations, system integration, and troubleshooting.
7. Communicate technical information effectively to both technical and non-technical audiences.

20.2.2 Course/Credit Hour Distribution

For details on course/credit hour distribution and scheme of study please refer to the curriculum.



20.3 Faculty





SECTION IV
OFFICES AT IIGOC

21. ADMINISTRATIVE OFFICES

21.1 OFFICE OF ADMISSIONS

The Office of Admissions is responsible for managing and facilitating the admissions process at the institutes of Imran Idrees Group of Colleges (IIGoC). The institutes aim to attract students who are not only academically capable but also demonstrate the potential to contribute positively to the academic and professional environment.

Admissions are conducted in accordance with the policies and criteria established by the respective institutes and Universities. Selection is based on merit and fulfillment of the eligibility requirements of the relevant regulatory bodies.

Important Information

Students admitted to any institute under IIGoC who later require Higher Education Commission (HEC) attestation of their degree must comply with the conditions set by HEC for degree attestation.

In addition to the conditions specified by the institute, students are responsible for meeting the requirements of relevant regulatory and accreditation bodies such as the Inter Board Committee of Chairmen (IBCC), Higher Education Commission (HEC), Pakistan Medical and Dental Council (PMDC), University of Health Sciences (UHS), Allied Health Professionals Council (AHPC), Pakistan Nursing and Midwifery Council (PNMC), Nursing Examination Board Punjab (NEBP), Pharmacy Council of Pakistan (PCP), National Computing Education Accreditation Council (NCEAC), or any other relevant authority for verification, equivalency and attestation of their academic credentials.

Matters related to equivalency, attestation and verification with IBCC, HEC, or other relevant organizations must be managed by the students themselves.

Admission Information Links

For detailed admission criteria, application procedures, and programme information, please visit:

Sialkot Medical College (SMC): <https://www.smcs.edu.pk>

Imran Idrees Institute of Rehabilitation Sciences (IIIRS): <https://iiirs.edu.pk>

Imran Idrees College of Pharmacy (IICP): <https://iicp.edu.pk>

Imran Idrees College of Nursing (IICON): <https://www.iicon.edu.pk>

iSpark: <https://iispark.com>

21.2 OFFICE OF FINANCIAL AID (OFA)

The Office of Financial Aid (OFA) at the institute is committed to making quality education accessible to talented and deserving students from diverse socioeconomic backgrounds. The institutes strive to support

students who demonstrate both academic potential and financial need so that financial constraints do not become a barrier to higher education.

Admission to all programmes is strictly based on merit. Once admitted to a programme, students may avail themselves of different financial support mechanisms offered by the institutes.

Financial assistance may include merit-based scholarships, need-based financial aid, and other support programmes, subject to the policies and resources of the institutes. Awards are typically reviewed periodically and may be reassessed based on academic performance, financial need, and institutional policies.

While the institutes aim to provide financial support to as many deserving students as possible, the availability of financial assistance depends on available resources and prevailing institutional policies. Applicants are therefore encouraged to arrange additional funding sources where possible.

For detailed information regarding financial assistance and scholarships, please refer to the Financial Assistance and Scholarship Policy.

21.3 OFFICE OF ACCOUNT & FINANCE

The Office of Finance at the institute manages all financial matters related to students as well as the institute's financial operations.

The Student Financials section specifically handles financial matters related to students, including tuition fees, hostel charges, other institutional fees, final settlements and the maintenance of individual student financial accounts.

Key Services

The Office of Finance is responsible for:

- Collection of tuition fees and other institutional charges
- Issuance of fee vouchers
- Processing of refunds in accordance with institutional policies
- Handling general fee and payment-related inquiries
- Student account clearance upon graduation or withdrawal and refund of applicable security deposits
- Managing financial matters related to student clubs and societies

For detailed procedures and guidelines regarding fees, refunds, and financial matters, students are advised to refer to the Finance and Fee Policy.

21.4 OFFICE OF STUDENT AFFAIRS (OSA)

The Office of Student Affairs (OSA) at the institute is dedicated to enriching the student experience by providing programs and services that support students' academic, personal, and professional development. The office works to create a supportive and inclusive campus environment where students can grow, engage in meaningful activities, and achieve their full potential.

OSA oversees a wide range of student-centered initiatives including student societies, health and wellness programs, counseling support, academic guidance, and extracurricular activities. These initiatives are assigned to promote holistic development and encourage students to actively participate in campus life.

The office is staffed by experienced administrators, advisors, and coordinators who are committed to assisting students throughout their academic journey. Students are encouraged to approach the Office of Student Affairs whenever they need guidance, support, or information regarding campus life and student-related matters.

The Office of Student Affairs operates during regular institutional working hours. Students may also contact the office through the official communication channels of their respective institutes.

Student Services

The Student Services provides guidance, administrative assistance, and support to students across various aspects of student life. It serves as a centralized platform where students can raise concerns, submit requests, or seek assistance related to academic and administrative matters.

Student Services may assist students with matters including:

- Appeals and academic approvals
- Alumni-related requests
- Counseling and student support guidance
- Complaints or misconduct reports
- Requests for official documents or institutional letters
- Financial assistance or funding-related inquiries
- Student grievances and issue resolution
- Mitigating circumstances affecting academic performance
- General inquiries and other student-related concerns

Detailed information about Student Services and the submission process is available on the respective institute's official website. Students are encouraged to use this platform to ensure their concerns and requests are properly documented and addressed by the relevant department.

22. OTHER FACILITIES AVAILABLE AT IIGoC

The campus of the Imran Idrees Group of Companies is designed to provide students with a supportive, modern, and engaging academic environment. A wide range of academic, recreational, and student support services are available to ensure that students receive a well-rounded educational experience. These facilities are aimed at promoting learning, wellbeing, personal development, and active participation in campus life.

State-of-the-Art Auditorium

The campus features a modern auditorium recognized as one of the largest in the Gujranwala Division. This facility serves as a central venue for academic lectures, seminars, conferences, workshops, and cultural events. It provides students with opportunities to attend professional gatherings, participate in academic discussions, and engage in institutional events that contribute to their intellectual and personal development.

Library (24/7 Access)

A well-equipped library is available to students with round-the-clock access. The library offers a quiet and resourceful environment for study and research, with a diverse collection of academic books, reference materials, and learning resources that support various academic programs. Continuous access allows students to pursue independent study according to their schedules.

Student Services

The Student Services provides a dedicated online platform for students to seek assistance and guidance during their academic journey. It addresses student queries, complaints, and administrative requests, ensuring that students have a reliable channel for communication with the institution. This service promotes a responsive and student-centered campus environment.

Student Societies and Extracurricular Engagement

Campus life is enriched through active student societies that encourage creativity, leadership, and teamwork. The Sports Society, Media and Arts Society, and Dramatics Society organize various events, competitions, and activities throughout the academic year. These societies provide students with opportunities to develop their talents, build confidence, and actively participate in campus culture.

Cricket Ground and Sports Facilities

The campus includes a dedicated cricket ground where students can practice and play matches during weekdays and weekends. The facility is equipped with an automated bowling machine, enabling students to improve their skills and enjoy recreational sports in a structured environment.

Swimming Pool

A swimming pool is available on campus, providing students with opportunities for recreation, relaxation, and physical fitness. This facility encourages students to maintain a healthy lifestyle alongside their academic commitments.

Hostel Facilities

Separate on-campus hostels are available for male and female students. These residential facilities provide a secure and comfortable living environment, enabling students to stay close to their academic departments and participate actively in campus life.

Daycare Center

A daycare center is available on campus to support students and staff who require childcare services. This facility provides a safe and caring environment for children while their parents attend classes or fulfill professional responsibilities.

Open Grounds and Recreational Spaces

Large open grounds are available for outdoor sports, recreational activities, and student gatherings. These spaces encourage physical activity, teamwork, and social interaction, contributing to a vibrant and active campus atmosphere.

Health Coverage for Students and Families

The institution provides i-health coverage designed to support the wellbeing of students and their families. This initiative ensures that students have access to essential healthcare support, allowing them to focus on their academic pursuits with peace of mind.

Scholarships and Financial Assistance

To encourage academic excellence and provide equal opportunities, the institution offers merit-based and need-based scholarships. These scholarships are designed to recognize outstanding academic performance while also supporting students who require financial assistance to continue their education.

Free Transport Facility

A free transport service is available for students to facilitate convenient and safe travel to and from the campus. This service helps ensure accessibility for students coming from surrounding areas and supports regular attendance and punctuality.

Safe and Secure Campus Environment

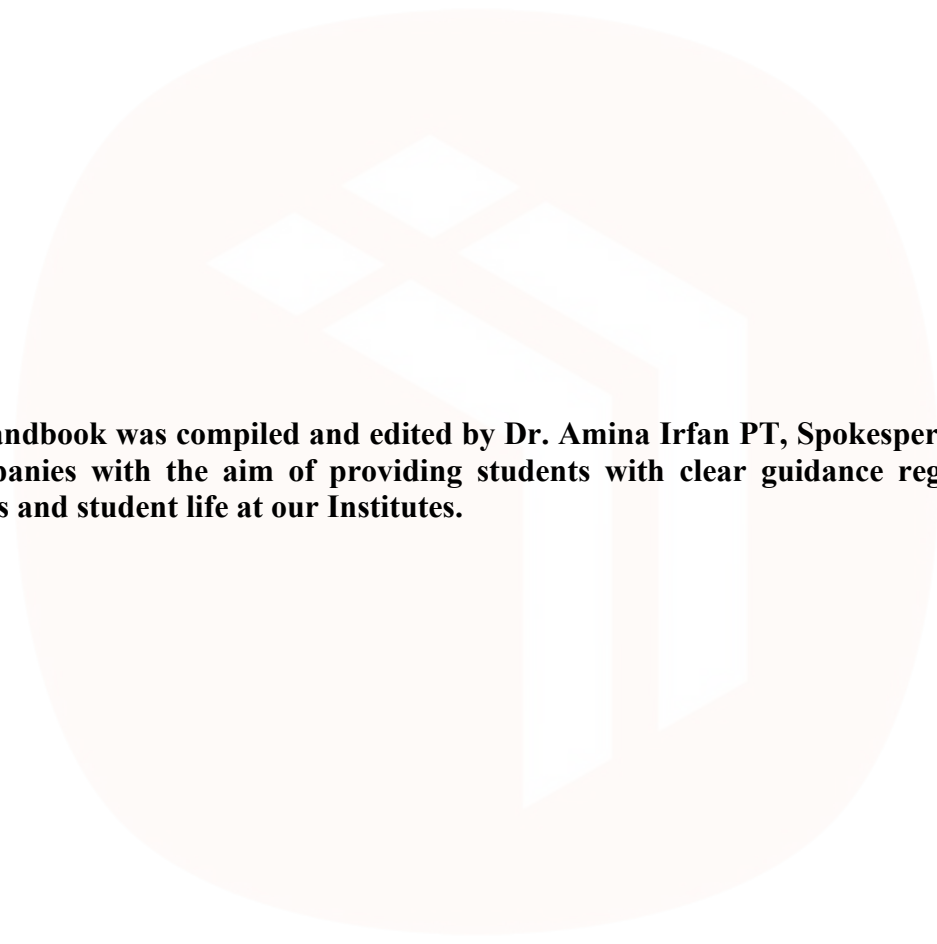
The institution maintains a secure and disciplined campus environment through dedicated security arrangements and campus management practices. Ensuring the safety and wellbeing of students, staff, and visitors remains a top priority.

Through these facilities and support services, the Imran Idrees Group of Companies strives to create a dynamic and student-centered academic environment where individuals can learn, grow, and fully engage in campus life.

Alumni Association

The Alumni Association serves as a platform to maintain strong and lasting connections between the institution and its graduates. It encourages alumni to remain actively engaged with the academic community by participating in mentorship programs, professional networking opportunities, seminars, and institutional events.

Through the Alumni Association, graduates can share their professional experiences, support current students with career guidance, and contribute to the continued growth and reputation of the institution. The association also helps foster a sense of lifelong belonging, allowing alumni to stay connected with their alma mater and with fellow graduates.



This Student Handbook was compiled and edited by Dr. Amina Irfan PT, Spokesperson Imran Idrees Group of Companies with the aim of providing students with clear guidance regarding academic policies, facilities and student life at our Institutes.






IMRAN IDREES

GROUP OF COMPANIES



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College Sialkot

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 Imran Idrees Institute of
Rehabilitation Sciences



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