

Admissions Policy

1. General

The University is open to all applicants who are academically qualified for admission to the programs of study offered by the University and no such person shall be denied the privileges of the University on the grounds only of gender, religion, color, creed, race, class or domicile.

The admission to the University is strictly on the basis of merit determined by its own admission test and previous academic achievements. There are no special quotas, reserved seats or admission by donations nor any arbitrary age limit for the applicants although preference is given to recent qualified students.

If an applicant is ineligible for either first-year or transfer admissions, or simply prefer to seek other routes to and through UIT University, he/she may consider exploring some of our options for continuing and professional education.

2. Undergraduate Admissions

Admission to the Bachelor Programs of the university is decided on the basis of candidate's previous educational achievements and score in the admission test, which comprises of multiple choice questions, based on Pakistani intermediate level. The mandatory portion of the admission test will consist of English language, quantitative and analytical abilities whereas additional assessment in the subjects will be based on the program a student may apply for. A sample of such questions is available on university website. A former student of the University whose enrolment was cancelled due to unsatisfactory academic performance may also reappear in the admission test. If selected, she/he will be enrolled in the first semester as a freshman.

3. Entrance Criteria

Degree Programs	Qualification Eligibility	Pre Entry Admission Test
3.1 BS (Computer Science) (Software Engineering)	<ul style="list-style-type: none"> Passed either Higher Secondary Examination (HSC-II) exam in Pre-Engineering/Pre-Medical/Science General/Computer Science from any authorized board of intermediate education in Pakistan OR any equivalent foreign examination board with at least 50% or 550 marks OR is awaiting his/her final result of HSC-II. HSC-II (Pre-medical) students must pass deficiency courses of Mathematics of 6 credit hours within one year of their regular studies. 	<ul style="list-style-type: none"> Either pass pre-admission entry test of the university OR have passed UIT's test in the last 2 years OR pass HEC's Undergraduate Studies Admission Test (USAT) with 50% marks OR have scored at least 800/1600 in SAT-I and secured at least 800/1600 in SAT-II (Mathematics).
3.2 BS (Economics)	<ul style="list-style-type: none"> Passed either Higher Secondary Examination (HSC-II) exam or equivalent from any authorized board of intermediate education in Pakistan OR any equivalent foreign examination board with at least 45% or 500 marks OR is awaiting his/her final result of HSC-II. 	<ul style="list-style-type: none"> Either pass pre-admission entry test of the university OR have passed UIT's test in the last 2 years OR pass HEC's Undergraduate Studies Admission Test (USAT) with 50% marks OR have scored at least 800/1600 in SAT-I and secured at least 800/1600 in SAT-II (Mathematics).

3.3 Bachelor in Business Administration (BBA)	<ul style="list-style-type: none"> Passed either Higher Secondary Examination (HSC-II) exam or equivalent from any authorized board of intermediate education in Pakistan OR any equivalent foreign examination board with at least 45% or 500 marks OR is awaiting his/her final result of HSC-II. 	<ul style="list-style-type: none"> Either pass pre-admission entry test of the university OR have passed UIT's test in the last 2 years OR pass HEC's Undergraduate Studies Admission Test (USAT) with 50% marks OR have scored at least 800/1600 in SAT-I and secured at least 800/1600 in SAT-II (Mathematics).
3.4 BE Electrical Engineering (Majors in Electronic, Power, Computer Sys., Telecommunication)	<ul style="list-style-type: none"> Passed either Higher Secondary Examination (HSC-II) exam in Pre-Engineering (with subjects of Mathematics, Physics and Chemistry) from any authorized board of intermediate education in Pakistan OR any equivalent foreign examination board with at least 60% or 660 marks (with or without grace marks as allowed by PEC, Annexure A) OR is awaiting his/her final results of HSC-II. 	<ul style="list-style-type: none"> Either pass pre-admission entry test of the university OR have passed UIT's test in the last 2 years OR pass HEC's Undergraduate Studies Admission Test (USAT) with 50% marks OR have scored at least 800/1600 in SAT-I and secured at least 800/1600 in SAT-II with subjects of Physics, Chemistry and Mathematics.
3.5 BSc Electronic Engineering Technology & BSc Computer Engineering Technology	<ul style="list-style-type: none"> Passed either Higher Secondary Examination (HSC-II) exam in Pre-Engineering OR any equivalent qualification including A-level / ICS / DAE / B.Sc. (Excluding sports and Hafiz-e-Quran exemption) with 50% marks OR is awaiting his/her final results of HSC-II. 	<ul style="list-style-type: none"> Either pass pre-admission entry test of the university OR have passed UIT's test in the last 2 years OR pass HEC's Undergraduate Studies Admission Test (USAT) with 50% marks OR have scored at least 800/1600 in SAT-I and secured at least 800/1600 in SAT-II with subjects of Physics, Chemistry and Mathematics.

Note: Any exception to the above mentioned Pre Admission Entry Test criteria OR any other matter related to admissions may be considered/approved by the admission committee on case to case basis. However, such relaxations/exceptions do not over rule the regulators' criteria or Academic Council's decision.

4. Merit Determination Criteria

Sr.	Evaluation Attributes	% age
1	Weightage of Pre-Entry Admission test	50%
2	Weightage of HSC marks or equivalent	40%
3	Weightage of SSC marks OR equivalent	10%
4	Pre-Admission Interviews	Accept / Reject

5. Admission Requirements

- 5.1 Must complete all admission requirements including admission application and required documents. The details of the required documents can be seen on website.
- 5.2 If the results for the HSC-II on any equivalent local/foreign examination for the year 2021 are not available by the last date of UIT's applications, he/she may be admitted on provisional basis based on his/her Entry Test Marks and SSC/O-level result. Such candidates will be required to submit an affidavit and admit card/enrollment card of HSC-II/A-Level for the compliance and fulfilment of the requirement mentioned above. Any non-compliance shall result in cancellation of provisional admissions. The admission offered shall remain provisional until the submission and subsequent

verification (from relevant authorities) of final HSC-II or equivalent mark sheet or IBCC Equivalence Certificate (for foreign exams only). The final mark sheet must be submitted as soon as the results announce otherwise the admission will be liable to be cancelled.

- 5.3 Candidates are advised to carefully read the above eligibility criteria before applying for an admission. The candidates are responsible for fulfilling eligibility and must immediately contact the admission office if they are rendered ineligible upon declaration of results.

6. Application Procedure

Admissions are managed by the Admissions Office during undergraduate admissions period under the supervision of Head of Admission Department. Advertisements are placed in newspapers and Social media. Admission application process is online; however, candidates can submit the online application using the computer laboratory facility in the campus (physically). The tentative application procedure is as below:

- 6.1 Register at university's admission portal at www.uitu.edu.pk
- 6.2 Complete your application and upload required documents.
- 6.3 Submit an application and pay the admission-processing fee.
- 6.4 Print the admit card from the admission portal.
- 6.5 Appear in admission test at designated test center.
- 6.6 Check results & merit list on website and proceed as per given instructions.

7. Overseas Applicants

Overseas applicants may take the scholastic aptitude test I & II (SAT-I & SAT-II) in relevant subjects in place of the university's admission test. The applicant must choose one criterion for their admission i.e. pre-entry admission test or SAT-I & SAT-II. The applicant is required to provide the IBCC equivalency for any equivalent foreign examination board.

8. Admission Offer

Admission offer letters are given to applicants who qualify for admission, based on the merit list from the admission office, and will be informed through SMS and email provided in their forms. The merit list will be disclosed after the pre-admission interviews.

The allotment of faculties/programs is made strictly on merit basis and in order of choices given by candidates on their admission applications. However, a candidate may be offered admission in a different faculty/program of his/her choice if vacant seats are available or created by non-acceptance of admission offers by other candidates.

9. Admission on transfer Basis / Credit Transfer

- 9.1 Migration of a student will only be allowed from the HEC recognized institutions/ universities with minimum CGPA 2.50 / 4.0 subject to the approval of the university. Students desiring to migrate to the university are required to produce an NOC from their previous institute/university.
- 9.2 Credits for only those courses will be transferred for which a course with similar title, standard, duration, credit hours and matching course outline/description is available in the relevant academic program of UIT university and the applicant has secured minimum C+ grade.

- 9.3 However, acceptance of request for transfer will depend on availability of seat, and the quality of academic work already completed by the applicant.
- 9.4 Switching between General and Professional Degree Programs: A student admitted to a professional degree program may apply for transfer to a general degree program, or vice versa. The admission to the new program would be based on the overall admission policy of the university. If admitted, the admitting university will determine which and how many of the earned credits can be transferred as per the credit hour transfer policy approved by BoS.

10. Confirmation of Admission

Confirmation of all admissions will be subject to payment of tuition fee and other dues by the dead line mentioned in the offer letters, submission of medical certificate of fitness (if required), and an undertaking by the student and his/her father/guardian to abide by the rules and regulations framed by the UITU from time to time.

11. Admissions Committee

11.1 Purpose

The purpose of this committee is to select meritorious and outstanding applicants for admission at UIT University. The committee will make sure that the selection of individual students for admission should not be influenced by any political or financial factors. The committee's authority originates by delegated powers from the competent authority of the university i.e. Academic Council.

11.2 Role of the Admissions Committee

The Admissions Committee is an oversight and decision making entity. The major responsibility of the committee is to identify and select applicants who demonstrate the ability to fulfill the purpose of the undergraduate programs at the UIT University. The committee ensures the admission process is applied equally and consistently to all applicants. The committee reviews all applicants in terms of their potential academic success in offered programs. The committee's role is as follows:

- 11.2.1 Monitor compliance with University policies and procedures related to student admissions.
- 11.2.2 Review and recommend policies, requirements and procedures for admission to the Academic Council.
- 11.2.3 Evaluate and set the various tools, criteria and procedures used in the process of selection of applicants.
- 11.2.4 Receive and act on reports on external benchmarking related to admissions, including pre-admission entry test (or equivalent) thresholds.
- 11.2.5 Evaluate the qualifications of applicants and determine final selection as per the approved admission policy by the competent authority.
- 11.2.6 Coordinate and guide the faculty members who serve as interviewers of prospective students; receive and evaluate interview reports and recommendations of interviewers as a source of information on the suitability of prospective candidates.
- 11.2.7 Receive and act on biannual reports on admissions data from Admission office.
- 11.2.8 Advise on other matters referred to the Committee by the Vice-Chancellor and/or Academic Council.

11.2.9 Where relevant, refer matters to other Academic Council.

11.3 Membership of the Admissions Committee

Members of the University's admissions committee are appointed by the Vice Chancellor. The Chair is designated by the Vice Chancellor. *The Chair has multiple duties that include moderating the Admissions Committee meetings and casting the tiebreaking vote (if needed) during Admissions Committee meetings. The Chair, with consultation from the Vice Chancellor, may remove a member at any time at his/her discretion.

Note: A simple majority vote is necessary to approve any motion reviewed by the Admissions Committee. The Chair is a non-voting member unless there is a tie. In this situation, the Chair shall have the tie-breaking vote. The Admissions Committee has the final vote on matters related to admissions.

The committee membership is as follows:

- 11.3.1 All Dean(s) or their Nominees
- 11.3.2 All Head of Teaching Departments of the offered programs of their Nominees,
- 11.3.3 Director Admissions
- 11.3.4 Director of Student Affairs

The committee will regularly meet during the 12th week of every semester, with the date, time and location to be determined and announced by the committee chairperson. Additional meetings may be called by the chairperson as needed. At each meeting the Committee will consider appeal cases which have occurred, with the remainder of the meeting periods being used to address other Committee business.

11.4 Term limits

The Admissions Committee members are appointed for three-year terms and are eligible for reappointment. There is no maximum length of service for committee members.

11.5 Quorum

A quorum shall be constituted when a minimum of 50 % plus one voting faculty members are present for AC business.

12. Undertaking / Affidavit

The Admission Department will draft and get all undertakings / affidavits / forms applicable through this policy approved from the Admission Committee and the Registrar before implementation.

13. Amendments in the Policy

Any change in the Policy shall initially be discussed in the Admission Committee and accordingly be recommended to respective BOS and BOF through Registrar's office for consideration and approval before being put up to the Academic Council. In case of urgency, the Vice Chancellor on the recommendations of the Admission Committee (having presence of all Deans and HoDs) may directly send the item to Academic Council for approval.

NOTE: The policy is subject to revision as and when required by the competent authority.



Pakistan Engineering Council

(Constituted under Pakistan Engineering Council Act, 1976 enacted by Parliament)

Adabul Avenue (East),
G-5/2, Islamabad

PEC/AD/Policy/DL -77(Gen.)2016

August 19, 2016

To:

All Vice Chancellors/Rectors/
Head of Universities/HEIs in Pakistan.

Subject: POLICY DECISIONS MADE BY PEC EA&QEC/EAB IN PREVIOUS MEETINGS FOR INFORMATION AND ADHERENCE TO ALL HEIs

Dear Sir,

1. I am directed to convey that the subject matter was discussed under agenda item No. 10 (b) in PEC 77th EA&QEC/EAB meeting and decision taken by the committee is as below:-

"All policy decisions made by EA&QEC/EAB will be notified, uploaded & conveyed by accreditation department to all HEIs and on PEC website for information and adherence"

2. In the light of above, policy decisions from PEC 77th to 61st EA&QEC/EAB meetings are enclosed for information and compliance, please.

With regards,


Engr. Osaf Mahmood Malik
Deputy Registrar (Accr.)

Encl: PEC 77th to 61st EA&QEC Policy Decisions (Page 1 to 11)

Copy to:

1. Chair/Convener EA&QEC/EAB
2. PS to Chairman/Registrar PEC
3. All PEC Regional/Liaison Offices
4. AM MIS, PEC HQ Islamabad

With the request to upload policy document on PEC website, as per decision of EA&QEC/EAB, Please

PABX: 2829296, 2829311, 2829348, 2870192 Fax: 2276224 / 2870347

Website: <http://www.pec.org.pk> Email: info@pec.org.pk

b) Agenda Item No. 07: Proposed Policy on fulfillment of Legal Requirements for launching an Engineering Program by Affiliated Institute/College and constituent campus

After deliberation the following policy was decided in light of the HEC and PEC guidelines regarding launching of an engineering program. In future, before conducting a zero visit, the following clearance on the legal status shall be required:-

- i. Recognition / due approval of affiliated institute or constituent college or a sub campus by DAI and HEC (in case of Federal Territory) or HED / Chancellor (in case of Provincial Territory) having provision of engineering faculty in the act of DAI.
- ii. In case any DAI wants to start an engineering programme and does not have the provision in its act, shall require the engineering faculty be added through a formal approval of HED/HEC/Chancellor [whichever applicable]. For the purpose of documentation, wherever required, the DAI may apply for NOC from PEC. In such cases, the formal application with applicable fee fixed for this purpose, be submitted to Engineering Accreditation Department through registrar PEC. The same shall be placed for the house (EA&QEC/EAB) to approve by checking the relevant provisions of the university / DAI's Act or Charter. This NOC shall not be equivalent to a formal green signal which may be given by PEC after a zero visit and confirm in writing that the DAI may enroll the students in the specified intake limit with effect from a certain intake.
- iii. Affiliated colleges shall be considered for zero visit only if the parent university seeks prior approval from PEC on the specific cases through a prescribed form and fee. Without such written approval, no engineering programme can be started at any affiliated institution / college.
- iv. To start an engineering programme at any institution within Pakistan, the zero visit is mandatory without which the programme shall not be considered for any accreditation. In addition to that, PEC shall not deploy the visitation team for zero visits unless the above legal status is clearly provided.

c) Agenda Item No. 10: Request for Admission in Engineering Programs on the Aggregate Percentage i.e. 59.73%

After detailed deliberations, the house decided that PEC has no objection if HEI admits a student with 60% marks (with or without grace marks) mentioned on the transcripts by the respective board. In this particular case, it was observed that the certificate of the Board of Intermediate, Karachi, enumerates that the board has added three (3) marks to raise the grade to 'B' which is equal to 60% as mentioned. Therefore, the house unanimously approved and declared him eligible for admission.

5. Ref:-PEC 72ND EA&QEC/EAB MEETING HELD ON APRIL 24,2015

a) Agenda Item No. 01 (d): Recommendations of PEC EA&QEC/EAB Sub-Committee

After deliberation, the committee approved that for any change/addition of new stream/specialization under a mother discipline has to follow the assessment criteria of Zero visit, however Change in the Nomenclature only; for example B.Sc. Computer Engineering to Computer System Engineering, etc., where the scheme of study/course outlines is not affected, will be approved directly through EA&QEC on the request of concerned HEI.