

**INSTITUTE OF MANAGEMENT SCIENCES, PESHAWAR**

**ADMISSION POLICY 2017 (Updated)**

(Approved by the Academic Committee in its ninth meeting held on January 06, 2017 and updated in 11<sup>th</sup>, 13<sup>th</sup> and 18<sup>th</sup> meeting of the Academic Committee)

# **INSTITUTE OF MANAGEMENT SCIENCES, PESHAWAR**

## **ADMISSION POLICY 2017**

**(Approved by the Academic Committee in its ninth meeting held on January 06, 2017)**

- i. Admission will be open to all based upon merit and subject to the meeting of criteria irrespective of race, gender, ethnicity or socio-economic conditions.
- ii. Admissions to the undergraduate and postgraduate programs shall be made once a year; either for Fall Semester or for Spring Semester.
- iii. The number of students to be admitted in a program shall be determined by the Admission Committee at the time of admissions, on case to case basis.
- iv. All information submitted by the applicants for admission should be supported by attested copies of all relevant documents including transcripts and certificates; lack of official proof shall render a document invalid.
- v. The applicant shall remain responsible for the provision of complete, correct and timely (before the closing date) information to the Admission Office; incomplete or incorrect information will not be entertained.
- vi. Provision of false, forged or fake document(s) or such entry in the admission form shall be dealt with the prevailing laws of the land. In such a case, the applicant's request shall not be processed for admission. The admission of such an applicant shall be cancelled.
- vii. The Institute reserves the right to cancel the degree of such a candidate, at any stage, who succeeds in getting admission by submitting forged / false document(s) or making false entries.
- viii. The Institute partial scholarship will be awarded to 10 percent of the students admitted in BBA, BCS, BSSE, BS Social Sciences, BSc Economics, BS (A&F), MBA (1.5, 2.5& 3.5 years), MBA, Banking and Finance, 3.5 years, MBA Islamic Banking and Finance (1.5 years), MPA, MSc Computer Sciences, MSc Economics, MSc Finance ; whereas, in case of MBA 1.5 years program, the institute's own students will be given five percent of the said 10% scholarship while the remaining five percent will be given to other students.
- ix. However, the Admission Committee reserves the right to increase, decrease or abolish the specified percentage of scholarships, on case to case basis.
- x. There will be no reserved / quota seats for admission to any program in any category at the Institute.
- xi. The eligibility requirements for admission to various programs of the Institute are enumerated in detail below:

Program Name	Eligibility Criteria	Program Duration
<p>1. <b>Bachelor of Business Administration (BBA)</b></p> <p>2. <b>Bachelor of Science in Accounting and Finance - BS (Accounting &amp; Finance)</b></p> <p>3. <b>Bachelor of Science in Economics - BS (Economics)</b></p> <p>4. <b>Bachelor of Science in Social Science - BS (Social Sciences)</b></p>	<p>FA/FSc or Equivalent qualifications with at least second division, securing 45% marks in aggregate.</p> <p>Qualifying the admission test and interview is compulsory. A candidate scoring less than 40% marks in the test and interview will stand disqualified for admission.</p> <p>Candidates who have secured at least 40% in the NTS-NAT are also eligible to apply.</p> <p>The merit of a candidate shall be measured by a 50 % weight age to the marks obtained in HSC or equivalent, 40 % to the marks obtained in the written test, and 10% to the marks obtained in the interview.</p> <p>A candidate shall be given a special credit of thirty marks for admission in each program mentioned above if he/she has studied Economics / Psychology / Computers / English Advance and Home Economics at intermediate level or has done A level.</p> <p>A candidate shall be given a special credit of sixty marks for admission in each program mentioned above if he/she has studied Economics/Psychology/Computers/ English Advance in combination with each other or in combination with Statistics at intermediate level or has done A level business studies.</p> <p>The Hafiz Quran shall be given a special credit of 20 marks.</p> <p>The marks shall be added to the marks obtained at HSC or equivalent.</p>	<p>4 years 8 semesters Min Cr. hrs = 130-144</p>
<p>1. <b>Bachelor of Science in Computer Science – BS (CS)</b></p> <p>2. <b>Bachelor of Science in Software Engineering - BS (Software Engineering)</b></p>	<ul style="list-style-type: none"> <li>• FA/FSc or Equivalent qualifications with at least second division, securing 50% marks in aggregate.</li> <li>• The students who have not studied Mathematics at intermediate level must pass deficiency courses of Mathematics of 6 credit hours within one year of their regular studies.</li> <li>• Qualifying the admission test and interview is compulsory. A candidate scoring less than 40% marks</li> </ul>	<p>4 years 8 semesters Min Cr. hrs = 130-144</p>

<p><b>3. Bachelor of Science in Data Sciences – BS (Data Science)</b></p> <p><b>4. Bachelor of Science in Artificial Intelligence - BS (Artificial Intelligence)</b></p>	<p>in the test and interview will stand disqualified for admission.</p> <ul style="list-style-type: none"> <li>• Candidates who have secured at least 40% in the NTS-NAT are also eligible to apply.</li> <li>• The merit of a candidate shall be measured by a 50 % weight age to the marks obtained in HSC or equivalent, 40 % to the marks obtained in the written test, and 10% to the marks obtained in the interview.</li> <li>• A candidate shall be given a special credit of thirty marks for admission in each program mentioned above if he/she has studied Computer Science and/or statistics at intermediate level (for BS Data Science program only) at intermediate level or has done A level.</li> <li>• The Hafiz Quran shall be given a special credit of 20 marks.</li> </ul> <p>The credit marks shall be added to the marks obtained at HSC or equivalent, subject to fulfilment of basic eligibility criteria of 50% marks.</p>	
<p><b>Bachelor of Studies in English - BS (English)</b></p>	<ul style="list-style-type: none"> <li>• FA/FSc or Equivalent qualifications with at least second division, securing 45% marks.</li> <li>• Qualifying the Institute’s admission test and interview is compulsory. A candidate scoring less than 40% marks in the test and interview will stand disqualified for admission.</li> <li>• The merit of a candidate shall be measured by a 50 % weight age to the marks obtained in HSC or equivalent, 40 % to the marks obtained in the written test, and 10% to the marks obtained in the interview.</li> <li>• A candidate shall be given a special credit of thirty marks for admission if he/she has studied English Elective at intermediate level.</li> <li>• The Hafiz Quran shall be given a special credit of 20 marks.</li> </ul> <p>The credit marks shall be added to the marks obtained at HSC or equivalent, subject to fulfilment of basic eligibility criteria of 45% marks.</p>	<p>4 years 8 semesters Min Cr. hrs = 130-144</p>
<p><b>Bachelor of Science in Psychology – BS (Psychology)</b></p>	<ul style="list-style-type: none"> <li>• FA, FSc, or equivalent qualifications and having at least second division, securing 45% marks in aggregate are eligible to apply.</li> <li>• Qualifying the admission test and interview is compulsory. A candidate scoring less than 40% marks each in the test and interview will stand disqualified for admission.</li> <li>• Candidates who have secured at least 40% in the NAT are also eligible to apply.</li> </ul>	<p>4 years 8 semesters Min Cr. hrs = 130-144</p>

	<ul style="list-style-type: none"> <li>• The merit of a candidate shall be measured by a 50 % weight age to the marks obtained in HSC or equivalent, 40 % to the marks obtained in the written test, and 10% to the marks obtained in the interview.</li> <li>• A candidate shall be given a special credit of thirty marks for admission if he/she has studied English Elective at intermediate level.</li> <li>• The Hafiz Quran shall be given a special credit of 20 marks.</li> </ul> <p>The credit marks shall be added to the marks obtained at HSC or equivalent, subject to fulfilment of basic eligibility criteria of 45% marks.</p>	
<p><b>Master of Business Administration (MBA)</b></p>	<p>16 years of Bachelors or Master degree with a minimum of 2.5 CGPA out of 4.00 (with a minimum of 120 credit hours in Bachelors and 60 credit hours in the Master program) or 45% marks in the annual system from any HEC recognized university/ institute.</p> <p><b>MBA for Business and Non-Business Graduates:</b> Qualifying the ETS-GRE general test/NTS GAT-General /Institute’s own test or anyother test required by HEC with minimum 40% marks in test and minimum 40% marks in interview are mandatory for admission. However, the Institute’s business graduates are exempted from the requirement of test and interview.</p> <p>The Hafiz Quran shall be given a specialcredit of 20 marks.</p> <p>The credit marks shall be added subject to fulfilment of basic requisite academic qualification.</p>	<p><b>Minimum Duration: 02 years</b> <b>Semesters: 04*</b> <b>Minimum Credit Hours: 60 to 66</b></p> <p>(*The degree may be completed in a minimum 1.5 years by students with 16 years of relevant business education. Such students can earn an exemption of up to 36credit hours to be decided by the Institute.)</p>

<p><b>MS (Management)</b></p>	<p>16 years of education in the relevant disciplines with a 2.70 CGPA or 60 % marks in the annual system (with a minimum of 120 credit hours in Bachelors and 60 credit hours in the Master program in the relevant field) from any HEC recognized institution/University.</p> <p><b>Eligibility for Admission in MS Management with Specialization in Healthcare Management</b></p> <ul style="list-style-type: none"> <li>• 16 years of education in the relevant disciplines with a 2.70 CGPA or 60 % marks in the annual system (with a minimum of 120 credit hours in Bachelors and 60 credit hours in the Master program in the relevant field) from any HEC-recognized institution/University.</li> <li>• 16 years of education in health-related disciplines or equivalent with a 2.70 CGPA or 60 % marks in the annual system (with a minimum of 120 credit hours in Bachelors and 60 credit hours in the Master program in the relevant field) from any HEC recognized institution/University. Such students shall also study 9-12 credit hours of deficiency courses.</li> </ul> <p>Qualifying the ETS-GRE general test/NTS GAT-General /Institute’s own test or any other test required by the HEC with minimum 50% marks in test and minimum 40% marks in interview are mandatory for admission.</p> <p>The Hafiz Quran shall be given a special credit of 20 marks.</p> <p>The credit marks shall be added subject to fulfilment of basic requisite academic qualification.</p>	<p><b>Minimum Duration: 1.5 years</b>  <b>Semesters: 03</b>  <b>Minimum Credit Hours: 30</b></p>
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<p><b>MS (Project Management)</b></p>	<p>16 years of education in any discipline such as Law, Engineering, Medicine, Science, or Management with a 2.70 CGPA out of 4.00 (with a minimum of 120 credit hours in Bachelors and 60 credit hours in the Master program) or 60% aggregate marks in annual system from any HEC recognized university/institute.</p> <p>Qualifying the ETS-GRE general test/NTS GAT-General/Institute's own test or any other test required by the HEC with minimum 50% marks in test and minimum 40% marks in interview are mandatory for admission.</p> <p>The Hafiz Quran shall be given a special credit of 20 marks.</p> <p>The credit marks shall be added subject to fulfilment of basic requisite academic qualification.</p>	<p><b>Minimum Duration: 1.5 years</b>  <b>Semesters: 03</b>  <b>Minimum Credit Hours: 30</b></p>
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<p><b>MS (Islamic Business and Finance)</b></p>	<p>16 years of education in any relevant disciplines such as Islamic Banking and Finance, Management, Business, Commerce and Economics with a 2.70 CGPA in semester system or 60 % marks in the annual system (with a minimum of 120 credit hours in bachelor's and 60 credit hours in the master's program in the relevant field) from any HEC recognized Institution/University.</p> <p>Candidates from non-relevant fields may apply, however, such candidates shall be required to qualify an obligatory foundation semester of 6 to 9 credit hours of deficiency courses.</p> <p>Qualifying the NTS GAT-General test/Institute's own test or any other test required by the HEC with 50% marks and interview is mandatory for admission.</p> <p>The Hafiz Quran shall be given a special credit of 20 marks.</p> <p>The credit marks shall be added subject to fulfillment of basic requisite academic qualification.</p> <p>The successful enrollment of a student in the MS Islamic Business and Finance program necessitates the completion of 24 credit hours of coursework in addition to 6 credit hours dedicated to research work or the completion of a dissertation.</p>	<p><b>Minimum Duration: 1.5 years</b>  <b>Semesters: 04</b>  <b>Minimum Credit Hours: 30</b></p>
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<p><b>MS (Computer Science)</b></p>	<p>4-year BCS/BIT/BE or BS (Telecom, Electrical, Electronics) with at least 2.70 CGPA or 2 years Master's degree in Computing/IT (awarded after 2 years BSc) with a 2.70 CGPA (with a minimum of 120 credit hours in Bachelors and 60 credit hours in the Master program) or 60% aggregate marks in annual system from any HEC recognized university/institute.</p> <p>Qualifying the ETS-GRE general test/NTS GAT- General /Institute's own test or any other test required by the HEC with minimum 50% marks in test and minimum 40% marks in interview are mandatory for admission.</p> <p>The Hafiz Quran shall be given a special credit of 20 marks.</p> <p>The credit marks shall be added subject to fulfilment of basic requisite academic qualification.</p>	<p><b>Minimum Duration: 1.5 years</b>  <b>Semesters: 03</b>  <b>Minimum Credit Hours: 30</b></p>
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<p><b>MS (Data Science)</b></p>	<p>At least 16 years of education in relevant subjects such as Data Science, Computer Science, Software Engineering, Information Technology with at least 2.70 CGPA or 2 years Master's degree in Computing/IT (awarded after 2 years BSc) with a 2.70 CGPA (with a minimum of 120 credit hours in Bachelors and 60 credit hours in the Master program) or 60% aggregate marks in annual system from any HEC recognized university/institute are eligible to apply.</p> <p>At least 16 years of education in Statistics, Mathematics, Economics, Management Sciences, Accounting &amp; Finance, Physics, Computer Engineering, Bachelor of Electrical /Electronic Engineering Candidates are eligible to apply. However, such candidates shall be required to qualify an obligatory foundation semester of 9 to 12 credit hours of deficiency courses.</p> <p>Qualifying the ETS-GRE general test/NTS GAT- General /Institute's own test or any other test required by the HEC with 50% marks and interview is mandatory for admission. The Hafiz Quran shall be given a special credit of 20 marks. The credit marks shall be added subject to fulfilment of basic requisite academic qualification.</p>	<p><b>Minimum Duration: 1.5 years</b>  <b>Semesters: 03</b>  <b>Minimum Credit Hours: 30</b></p>
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<p><b>MS (Economics)</b></p>	<p>16 years of education in the relevant disciplines such as BSc/BS Economics with a 2.70 CGPA or MSc Economics, MSc Applied Economics with a 2.7 CGPA (with a minimum of 120 credit hours in Bachelors and 60 credit hours in the Master program) or 60% aggregate marks in annual System from any HEC recognized university/ institute. Qualifying the ETS-GRE general test/ NTS GAT-General/Institute's own test or any other test required by the HEC with minimum 50% marks in test and minimum 40% marks in interview are mandatory for admission.</p> <p>The Hafiz Quran shall be given a special credit of 20 marks.</p> <p>The credit marks shall be added subject to fulfilment of basic requisite academic qualification.</p>	<p><b>Minimum required credit hours in bachelor degree are reduced to 120.</b></p>
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<b>MS (Development Studies)</b>	<p>16 years of education in any related discipline such as Arts and Humanities, Social Sciences, Law, Economics, Public Administration, Environmental Sciences, Business and Management Sciences, and Commerce with a 2.70 CGPA (with a minimum of 120 credit hours in Bachelors and 60 credit hours in the Master program) or 60% aggregate marks in annual system from any HEC recognized university/institute.</p> <p>Qualifying the ETS-GRE general test/NTS GAT-General/Institute's own test or any other test required by the HEC with minimum 50% marks in test and minimum 40% marks in interview are mandatory for admission.</p> <p>The Hafiz Quran shall be given a special credit of 20 marks.</p> <p>The credit marks shall be added subject to fulfilment of basic requisite academic qualification.</p>	<b>Minimum Duration: 1.5 years</b> <b>Semesters: 03</b> <b>Minimum Credit Hours: 30</b>
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<p><b>MS (Governance &amp; Public Policy)</b></p>	<p>16 years of education preferably in Humanities and social sciences disciplines such as Public Administration, Politics, Law, Economics, Sociology, and Management Sciences, Environmental Sciences, Computer Sciences, and Engineering with a 2.70 CGPA (with a minimum of 120 credit hours in bachelor's and 60 credit hours in the Master program) or 60% aggregate marks in annual system from any HEC recognized university/institute.</p> <p>Qualifying the ETS-GRE general test/NTS GAT-General/Institute's own test or any other test required by the HEC with 50% marks and interview is mandatory for admission.</p> <p>The Hafiz Quran shall be given a special credit of 20 marks.</p> <p>The credit marks shall be added subject to fulfilment of basic requisite academic qualification.</p>	<p><b>Minimum Duration: 1.5 years</b>  <b>Semesters: 03</b>  <b>Maximum Duration: 04 Years</b>  <b>Minimum Credit Hours: 30</b></p>
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<p><b>MS (Climate Change Governance)</b></p>	<p>16 years of education in any discipline with a 2.70 CGPA out of 4.00 (with a minimum of 120 credit hours in Bachelors and 60 credit hours in the Master program) or 60% aggregate marks in annual system from any HEC recognized university/institute.</p> <p>Qualifying the ETS-GRE general test/NTS GAT-General/Institute's own test or any other test required by the HEC with minimum 50% marks in test and minimum 40% marks in interview are mandatory for admission.</p> <p>The Hafiz Quran shall be given a special credit of 20 marks.</p> <p>The credit marks shall be added subject to fulfilment of basic requisite academic qualification.</p>	<p><b>Minimum Duration: 1.5 years</b>  <b>Semesters: 03</b>  <b>Maximum Duration: 04 Years</b>  <b>Minimum Credit Hours: 30</b></p>
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<p><b>PhD (Management), PhD (Computer Science),PhD (Economics), PhD (Islamic Business andFinance)</b></p>	<p>MS/MPhil or equivalent degrees in relevant field of studies with a minimum CGPA of 3.00 out of 4.00 in the semester system or First Division in the annual system in the most recent degree obtained from Pakistani or foreign universities.</p> <p>The students having strong demonstrated interest in obtaining PhD degree, but their CGPA is below 3.00 but greater or equal to 2.7 (out of 4.0 in the semester system) or 60% marks but greater or equal to 45% (in the annual system) in the most recent degree obtained, may be admitted to a PhD program after fulfilling the following requirements:</p> <ul style="list-style-type: none"> <li>i. Shall study additional courses of 9-12 CH of level 7 taking a zero semester at admission awarding university/HEI/DAI and score minimum 3.00 out of 4.00 GPA, and</li> <li>ii. The admission committee is satisfied that the applicant’s knowledge of primary area (level 7) has sufficiently prepared him or her to undertake the course of studies of the doctoral program.</li> <li>iii. These requirements shall be in addition to any other requirements set in this policy for admission to a PhD program.</li> </ul> <p>The applicants shall be required to submit a <b>Statement of Purpose</b>, which shall form an integral part of the application.</p> <p>All applicants to PhD programs shall be required to take one of the following non- subject specific admissions tests:</p> <ul style="list-style-type: none"> <li>i. Minimum 60% marks in The Graduate Record Examination (GRE) test administered by the</li> </ul>	<p><b>Minimum Duration: 3 years Maximum Duration: 8 years Minimum Credit Hours: 54</b></p>
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	<p>Education Testing Service;</p> <ul style="list-style-type: none"><li>ii. Minimum 60% marks in a graduate admission test administered by the Education Testing Council;</li><li>iii. Minimum 60% marks in NTS GAT-General<ul style="list-style-type: none"><li>i. Minimum 60% marks in the Institute's own test.</li></ul></li></ul> <p>Registrations are offered in the PhD programs throughout the year.</p>	
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## **INSTITUTE'S ADMISSION TEST VALIDITY**

The candidates who qualify the Institute's Entrance Test for MBA, MS and PhD programs shall be valid for:

- Two years for getting admission into the respective programs at the Institute.
- The Institute may issue a proper result card to the candidates who qualify the test, when required.

## **GENERAL INSTRUCTIONS:**

1. Those applicants who have a valid NTS score will not be required to appear in the test; however they can take the Institutes ETEA Test to improve their score.
2. Appearance and Qualifying of the Written Test & Interview separately are compulsory requirements for Admission.
3. All candidates will be provided Entrance Slip for appearing in the Test. Candidates without the Entrance Slip shall not be allowed to enter the Examination Hall/Premises.
4. All the candidates must take care of their Entrance Slip. In case the Entrance Slip is misplaced, the candidate can get its duplicate copy from the Admission Office of the Institute on payment of prescribed charges.
5. All Original Documents shall be verified at the time of Admission. Students are required to attach only their relevant Provisional Certificates & DMCs and 3 passport size photographs with the Application Form. The candidate shall write his/her name and father's name at the back of the photographs.
6. The Documents once submitted with Admission forms shall not be returned.
7. No separate call letters are issued to the candidates for the Test. All Information regarding Admission shall be displayed on the Institute's Notice Board and Website.
8. The Institute does not accept any responsibility to entertain the admission forms sent by Post.
9. Prospectus along with Application Forms and Sample Question Papers for the Entry Test can be obtained from the office of the Institute on payment of prescribed amount (non - refundable) towards the cost of Prospectus, Application Forms, Sample Test Paper, Test Administration, Grading and Application processing etc.
10. The Venue of the Written Test shall be notified on the Institute's Notice Board and Website.

11. Hostel accommodation may be provided to the students subject to the availability of seats.
12. Students are not allowed to bring Mobile Phone to the Examination Hall.
13. The marking of the examination will be conducted through computer based checking. The Educational Testing and Evaluation Authority (ETEA), Khyber Pakhtunkhwa will conduct the marking of the test.