

# **BUIITEMS**

**Quality & Excellence in Education**



*Academic Rules*  
*for*  
*Undergraduate Programs*

**Balochistan University of Information Technology  
Engineering & Management Sciences**

## **OUR VISION**

To be among the leading universities of the world - accessible to all, imparting quality education and promoting cutting edge research.

## **MISSION STATEMENT**

At **BUIEMS**, we are committed to providing quality education with focus on research and equipping students with the art of living as productive members of society, contributing to the socio-economic uplift of Pakistan in general, and Balochistan in particular.

## **OUR GOALS**

1. To provide outstanding academic programs that further strengthen our performance, pre-eminence and efficiency.
2. To provide an excellent teaching and learning environment for students to reach a level that matches the best universities in the world.
3. To raise revenues from partnerships, research grants and technology transfer while strengthening our ability to more effectively invest and allocate resources for education.

## **CORE VALUES**

- Accountability:** We are committed stewards of the loyalty and good will of our alumni and friends of the human, fiscal and physical resources entrusted to us.
- Diversity:** We recognize that diversity leads to excellence, enhancing our teaching, scholarship and service as well as our ability to respect and interact with people.
- Integrity:** We practice honesty, truth and integrity in all that we do.
- Respect:** We treat each other with civility, dignity and respect.
- Social responsibility:** We contribute to the intellectual, cultural, spiritual and economic well-being of the society.

# Academic Rules for Undergraduate Programs

(These rules shall come into effect for students inducted for semester  
Spring 2008 and onward unless mentioned otherwise)

# List of Contents

	<b>Preface</b>	<b>05</b>
1.	<b>Duration of the Program</b>	<b>06</b>
2.	<b>Attendance, Struck offs and Readmission</b>	<b>06</b>
3.	<b>Change of Program / Elective Courses</b>	<b>07</b>
	3.1 Changing from one academic program to another	07
	3.2 Withdrawal and Addition of Courses	07
4.	<b>Promotion &amp; Probationary Period</b>	<b>08</b>
5.	<b>Freezing of a Semester</b>	<b>08</b>
6.	<b>Course Limit</b>	<b>09</b>
7.	<b>Credit Hours</b>	<b>09</b>
8.	<b>Examinations</b>	<b>09</b>
	8.1 Eligibility to Appear in the Final Semester Examination	09
	8.2 Special Examination	10
	8.3 Departmental Committee	11
	8.4 University Examination Committee	12
	8.5 Faculty Examination Committee	12
	8.6 Evaluation	13
	8.7 Evaluation for Courses	13
	8.8 Marks, Grade Points, Letter Grades	13
9.	<b>Award of Degree and Criterion for Gold Medal</b>	<b>14</b>
10.	<b>Repetition of Courses for the improvement of Grades</b>	<b>15</b>
11.	<b>Summer Sessions</b>	<b>17</b>
12.	<b>Course File</b>	<b>18</b>
13.	<b>Migration / Credit Transfer Policy</b>	<b>18</b>
14.	<b>Students Fee Concession and Award of Scholarships</b>	<b>20</b>
	14.1 Merit Scholarship	20
	14.2 Fee Concession for Needy Students	21
	14.3 Fee Concession Policy for Siblings	21
	14.4 Policy for Dependants of BUITEMS Employees	22
	14.5 Fee Installment	22
15.	<b>Fee Refund Policy</b>	<b>22</b>
16.	<b>Disciplinary Rules</b>	<b>23</b>

# Preface

BUITEMS stands for quality and excellence in education and carries out its business in a manner consistent with standards and quality parameters set by its statutory bodies. Documentation of academic rules for undergraduate programs is an important step in this direction.

These rules are designed for undergraduate programs of BUITEMS by seasoned academicians in the light of academic practices in vogue at reputed institutions of the world and guidelines provided by Higher Education Commission Islamabad and have been approved by higher authorities on recommendation by boards of studies of various departments.

These rules cover all aspects of academic life of undergraduate students and are presented in a single booklet for ready reference of students, teachers and other stakeholders. Students of BS in engineering, architecture, business administration, information technology, biotechnology and informatics, social sciences and basic sciences are encouraged to go through this document carefully and plan their studies accordingly.

**Engr. Ahmed Farooq Bazai**  
Vice Chancellor

# Academic Rules for Undergraduate Programs

These rules emerged from discussions during meetings of various statutory bodies of BUIITEMS since its inception in 2002. Guidelines provided by Higher Education Commission Pakistan regarding semester system and academic life of an undergraduate student at a university were also incorporated in the process of finalization of this document. Aspects covered in this booklet include durations of undergraduate Programs; attendance, struck offs and readmission; change of program; changing from one academic program to another; withdrawal and addition of courses; promotion & probation; freezing of a semester; course limit; examinations; award of degree; criterion for Gold Medal; repetition of courses for improvement of grades; conduct of summer sessions; maintenance of course files; migration / credit transfer policy; fee concession and award of scholarships; fee refund policy and discipline at campus.

## 1. Duration of the Program

- 1.1 The programs leading to BS shall be of four years duration, equally divided into eight semesters. Anyhow B. Arch program shall be spread over five years (ten semesters).
- 1.2 Each semester shall be spread over eighteen weeks, 16 weeks for teaching, and two weeks for the preparation and the conduct of examinations.

## 2. Attendance, Struck offs and Readmission

- 2.1 Students shall have to be punctual and regular in attending all lectures, laboratory periods, semester sessions and fieldwork as required for each course.
- 2.2 Two weeks consecutive absence would result in a student's name being struck off from the University rolls. Such a student must get himself/herself readmitted to the program within three (03) working days of the striking off of his/ her name on payment of readmission fee of Rs. 500/- and within further three (03) days on payment of readmission fee of Rs 1000/-. The failure on the part of a student in getting himself/ herself readmitted shall

be considered as the cancellation of his/ her admission.

- 2.3** There shall be at the most three chances for readmission during the entire study program. A student readmitted 3 times during the entire study program shall not be allowed any further readmission and his/her admission shall stand canceled.
- 2.4** A student seeking readmission shall not be exempted from the payment of readmission fee.

### **3. Change of Program / Elective Courses**

#### **3.1 Changing from one academic program to another:**

Change of academic program will be allowed on the recommendation of the chairpersons concerned and approval of the dean(s), within first two weeks of the first semester, subject to the fulfillment of eligibility criterion and availability of the seat. Merit of the student has to be above the merit of the last student admitted in the program to which transfer is desired.

#### **3.2 Withdrawal and Addition of Courses**

- 3.2.1** When a course, for which a student has enrolled, can not be offered according to the announced program, the student may take an elective course. However, this must be done not later than 7 days after the date of enrollment.
- 3.2.2** A student, with the consent of chairperson of the department and on approval by the Dean, may be allowed to drop a course within 5 weeks of the commencement of semester.
- 3.2.3** Withdrawal from a course will be allowed, on the recommendations of the chairperson of the department and approval by the Dean, latest by the end of 15th week of the semester.
- 3.2.4** Withdrawal course will appear on the transcript with letter grade W
- 3.2.5** Courses withdrawn or dropped shall not account for calculation of GPA of the semester.

#### 4. **Promotion & Probationary Period**

- 4.1** If a student scores CGPA less than 1.0 at the end of any semester during the program of studies, the student shall be dropped from the university rolls (GPA of first semester is CGPA as well).
- 4.2** Probation
- 4.2.1** When ever any student's CGPA falls between 1.0 and 2.0 he / she shall be put on the first probation list for the next semester
- 4.2.2** If the student fails to raise the CGPA to 2.0 or above, he/ she shall be placed on 2nd probation for the next semester.
- 4.2.3** If the student who was earlier on 2nd probation fails to raise CGPA to 2.0 or above, he/she shall be placed on the last probation.
- 4.2.4** If the student fails to raise CGPA to 2.0 or above in the last probation, he / she shall be dropped from the university rolls.
- 4.3** The student eligible to continue the study program and having failed in the course(s) shall repeat the course(s) whenever such course(s) shall be offered by the Faculty provided the contents of the study program remain unchanged.
- 4.4** A student shall have to complete the BS Program within ten (10) semesters or five years (within twelve semesters or six years for a student of B. Arch program) , but he/she shall not be allowed to avail more than two chances in each course.

#### 5. **Freezing of a Semester**

- 5.1** No freezing in the first semester is allowed.
- 5.2** A student shall be allowed to apply for freezing of at the most two semesters in his / her entire program of studies.

**5.3** The case for freezing of the program shall be placed before the Vice Chancellor by the chairperson of the respective department through the Dean of the Faculty.

**5.4** Being allowed a semester freeze by the Vice Chancellor, the student shall resume the program subject to the commencement of the relevant semester. A student already registered shall not pay the registration / admission fee in order to resume the studies. However, the student has to complete the degree requirements within 5 years (within six years for B. Arch student) from the date of his/her first admission (excluding the period of semester being frozen).

## 6. **Course Limit**

**6.1** A student is required to take 15-18 credit hours course work per regular semester.

**6.2** However the chairperson of the department may allow a maximum of 21 credit hour course work in one semester on the approval of the Dean.

## 7. **Credit Hours**

**7.1** A credit hour means teaching a theory course for 50-60 minutes each week throughout the semester.

**7.2** One credit hour in laboratory or experimental work would require lab contact of at least two hours per week throughout the semester

**7.3** A course with 3 credit hours for theory and one credit hour for laboratory work will be denoted as 4 (3-1)

## 8. **Examinations**

**8.1** Eligibility to Appear in the Final Examination of a Semester

**8.1.1** No student shall be eligible to appear in the final examination unless he/she is registered at the University

for the respective Study Program and has paid all the required dues.

- 8.1.2** A student must have attended at least 75% of the classes held in a course in order to be allowed to sit in the final semester examination.
  - 8.1.3** Students having class attendance less than 75% in a particular course will be required to repeat the course when it is offered again.
  - 8.1.4** A student must have submitted all assignments, term papers and reports in time before the commencement of the final semester examination.
- 8.2** Special Examination (Special examination shall not be allowed to students admitted in Fall 2009 and onward).
- 8.2.1** A special examination shall be conducted for a student having failed to appear in an examination on medical grounds or the demise of parent, spouse, children and brother/sister.
  - 8.2.2** A student must have met the eligibility criteria to appear in the respective examination of a semester
  - 8.2.3** The student shall have to produce the death certificate of the kin referred to in 8.2.1 above.
  - 8.2.4** A student shall have to submit an application of illness to the Dean of Faculty on or before the date of commencement of examination.
  - 8.2.5** In case of serious illness of the student, he/she must have been hospitalized in a recognized private or a public sector hospital.
  - 8.2.6** A student shall have to apply to appear in a special examination. The case shall be examined by the Departmental Committee and recommendations of the committee shall be placed before the Dean through the chairperson of the department for approval.

**8.2.6.1** Special mid-semester examination: The student shall be allowed by the Dean to appear in special mid-semester examination to be scheduled latest by the 12th week of the semester.

**8.2.6.2** Special final semester examination: The student shall be allowed by the Dean to appear in the special final semester examination to take place during semester break before the commencement of next semester.

**8.2.7** Chairperson of the Department will monitor the special examinations and ensure the standards.

**8.2.8** There would be only one chance to appear in special examination during entire program of studies.

### **8.3** Departmental Committee

**8.3.1** There shall be a "Departmental Committee" comprising:

- \* Chairperson of the departments
- \* Two senior most faculty members

**8.3.2** The committee will address the grievances of the students about any course instructor or grade or for any other academic issue.

**8.3.3** Appellate body will be the Dean of the Faculty

**8.3.4** Grievance on Grade

**8.3.4.1** A student must approach the chairperson of the department for a grievance on grade within 5 days of the receipt of the grade.

**8.3.4.2** The chairperson of the department shall forward the grade grievance to the "Departmental Committee"

**8.3.4.3** It will be binding on the committee to hear both sides (student and instructor), and give the final

decision within 5 days or before the start of the date of registration for the new semester whichever comes earlier

#### **8.4 University Examination Committee**

##### **8.4.1 Constitution of the Committee**

There shall be a University Examination Committee comprising of

- \* Pro Vice Chancellor (Chairperson)
- \* Registrar / his nominee
- \* Deans of faculties

The Controller of Examinations will be the secretary of the University Examination Committee.

##### **8.4.2 Functions of the University Examination Committee**

The committee shall

**8.4.2.1** Have the mandate to permit and notify all the cases / requests of special examinations after scrutiny of the evidences

**8.4.2.2** Finalize the unfair means cases reported by examination committees of faculties

**8.4.2.3** Monitor the mid and final semester examinations of faculties.

#### **8.5 Faculty Examination Committee**

##### **8.5.1 Constitution of the Committee**

There shall be a Faculty Examination Committee comprising of

- \* Dean of Faculty
- \* Chairpersons of Departments
- \* One senior most faculty member
- \* The teacher concerned may be co-opted in case of complaint of a student.

##### **8.5.2 Functions of the Committee**

**8.5.2.1** Ensuring content coverage of courses by comparing tests with the course outlines and work plan provided by the teacher.

**8.5.2.2** Monitoring of classroom activities as given in the course outline.

**8.5.2.3** Examination of all problems regarding uniformity before the declaration of results.

**8.5.2.4** Referring the special examination cases and the unfair means cases reported during mid semester and final semester examinations to the University Examination Committee.

## **8.6** Evaluation

There shall be a perpetual evaluation system of the student's performance. In addition to home assignments, term papers, quizzes and class presentations, the following examinations in each course during the semester shall be held: -

- \* Mid Semester Examination
- \* Final Semester Examination.

**8.6.1** The Mid Semester Examination shall be held by the end of the 8th week of class work for each course from the commencement of the semester. The final semester examination shall be held at the end of the semester.

**8.6.2** The duration of the examinations: -

Mid Semester Examination	at least one hour.
Final Semester Examination	two to three hours

## **8.7** Evaluation for Courses

**8.7.1** The Evaluation Scheme for Theory courses 3(3-0)

- \* Mid Semester Examination 25%
- \* Final Semester Examination 50%
- \* Quizzes, Assignments, Reports, 25%  
Project, Term Papers, Case Study, Class Presentation, Group Work etc

**8.7.2** The Evaluation scheme for Lab courses 1(0-1)

Each laboratory course will be of 1 credit hour and will have its own course code.

## **8.8** Marks, Grade Points, Letter Grades

- 8.8.1** Letter grades are used only for individual courses and not for semester GPA or CGPA. Grade points for each letter grade are given below.

Mark Range	Grade Point	Grade
85 and above	4.00	A
80-84	3.70	A-
75-79	3.30	B+
70-74	3.00	B
65-69	2.70	B-
61-64	2.30	C+
58-60	2.00	C
55-57	1.70	C-
50-54	1.00	D
0-49*	0.00	F

\*fraction is to be rounded as a whole number.

- 8.8.2** The percentage of marks or values of grades other than grade points shall not be reported on the transcripts whether they are relative grades or absolute grades.
- 8.8.3** The course instructor, on his / her own accord or in consultation with the Dean / chairperson of department of the concerned faculty, may decide to use curving for award of letter grades instead of using fixed percentages tabulated above.
- 8.8.4** Mid-semester and final semester answer books of each student should be shown to him / her after marking
- 8.8.5** Re-evaluation of answer books is not allowed after declaration of result; however, in such cases, a student may apply for recounting of marks.

## 9. Award of Degree and Criterion for Gold Medal

- 9.1** On successful completion of the examination, the controller of examinations of the University shall compile the final results of the study program and declare the results indicating the marks and grades obtained by the students.
- 9.2** The University shall confer the degrees upon the successful students.
- 9.3** Degree will not be awarded to a student whose CGPA is less than 2.0.

**9.4** A student can repeat up to 18 credit hour courses with D grades for improvement of CGPA (if it is less than 2.0) in additional 9th and 10th (11th and 12th for B. Arch students) semesters.

**9.5** Criterion for Gold Medal Awards

Following is the criterion for award of gold medals to graduating students.

**9.5.1** Highest CGPA in the program of studies

**9.5.2** Successful completion of courses whenever initially offered during the program of studies

**9.5.3** Completion of degree within minimum prescribed period

**9.5.4** Immaculate character

**9.5.5** Recommendation by university examination committee

**9.5.6** (Effective from Spring 2009 and onward) If the number of students, in a program of studies, is less than 10 then the minimum CGPA required for the Gold Medal is 3.85

**10. Repetition of Courses for the improvement of Grades**

**10.1** Any student failing in any course or debarred from taking the final examination on account of shortage of attendance shall have to repeat that course whenever offered.

**10.2** A student who obtains a 'D' grade in a course may avail the opportunity of repeating that course whenever offered for improvement.

**10.3** A student may repeat a maximum of six courses to improve D grades during entire program of studies.

**10.4** In case a student repeats the course, the new improved grade for CGPA calculation will be substituted for the old grade in the official records.

**10.5** Only one chance to repeat a course for the purpose of improvement for the entire degree program shall be allowed.

- 10.6** Students have to register for the courses being repeated within 10 days from the date of commencement of the semester.
- 10.7** The result of failed course(s) will be reflected in the transcript of respective semester(s) and in the subsequent semester(s) during which the failed course(s) was (were) passed.
- 10.8** (Effective from Spring 2009 and onward) A student may repeat a course without attending the classes provided
- 10.8.1** The student has studied this course in some previous semester by fulfilling all the conditions
- 10.8.2** The student had appeared in the final semester examination by fulfilling 75% attendance criterion and had failed
- Or**
- The student had completed 75% attendance of that semester but was unable to appear in the final semester examination because of health reason / death of kin as specified in section on special examination of Academic Rules and had reported his inability to the chairperson of the department in writing before the commencement of the final semester examination.
- 10.8.3** A student who has obtained a D grade in a course.
- 10.8.4** Student has to register for the course being repeated, within 10 days from the date of commencement of the semester.
- 10.8.5** Student shall have to appear for mid-semester and final semester examinations only as per schedule of the class with which repetition of the course is registered. BS students availing additional 9th and 10th semesters only (11th and 12th semesters only for B. Arch students) may however register for failed courses even if these courses are not being offered in the respective semester. All other conditions for registration shall apply.
- 10.8.6** Student will not be evaluated for 25% sessional marks. Sessional marks obtained in first attempt for the course will be taken into account.

**10.8.7** No special examination will be allowed to students repeating a course under these rules.

## **11. Summer Sessions**

Summer Sessions provide opportunities to the students who fail or withdraw from a course and those who wish to improve their GPA to qualify to the next semester.

- 11.1** During the semester break, departments may offer at least one intensive session of 48 contact hours with courses of their choice.
- 11.2** Students who fail or withdraw from a course and those who wish to improve their CGPA as per prevailing academic rules of BUIITEMS can register for courses offered during Summer Semester.
- 11.3** The students can register for up to two courses during summer semester.
- 11.4** A student, who has taken examination in the semester immediately prior to the said summer semester and has failed certain courses according to departmental result sheet, can register for summer semester on recommendation of the chairperson countersigned by the Dean concerned.
- 11.5** A student shall have to achieve 75% attendance target, complete tasks for sessional marks, and appear for mid and final semester examinations for each course registered for summer semester
- 11.6** Special examination shall not be allowed for summer semester courses
- 11.7** The Dean of the faculty in consultation with the chairperson of respective department may decide about the number of students to be registered for a particular course that is being offered for summer semester.
- 11.8** The registration fee for summer semester courses shall be paid through bank challan in the BUIITEMS branch of Habib Bank.
- 11.9** Students shall strictly observe the university dress code during summer semester

**11.10** All other conditions regarding pre-requisite courses, duration of mid and final examinations, no choice in question papers and objective-subjective ratio shall remain the same

## 12. **Course File**

Maintenance of course file is compulsory for the teachers. It will have a complete record of all academic activities during the semester. The course file will contain:

- \* Description of courses
- \* Course coding
- \* Weekly teaching schedule
- \* Dates of mid-semester examination
- \* Grading policy identifying each activity, such as home work, quizzes, mid-semester examination, final examination, term paper
- \* Record of each home work assignment evaluation
- \* Copy of each quiz given
- \* Copy of mid-semester examination
- \* Grading sheets of the course detailing statistical data on the grade obtained by the students.
- \* Difficulties/problems faced during classroom/course delivery

## 13. **Migration / Credit Transfer Policy**

**13.1** A migration committee shall be constituted by the Vice Chancellor to deal with the migration cases/ credit hour transfer cases.

**13.2** Criteria for evaluation will be transparent and will be strictly followed.

**13.3** Migration / credit transfers from BUIITEMS to some other University or vice versa shall be allowed after completion of the prescribed codal formalities. Migrations/transfers to and from only the Higher Education Commission recognized universities / institutions (both public and private) shall be considered.

**13.4** The student concerned shall obtain the migration certificate within 15 days after submission of the application for migration.

**13.5** Migration processing fee shall be Rs 500/-. The following

documents shall be attached by the candidate with the application for obtaining Migration Certificate:

- 13.5.1** Attested copy of degree/ result card of last examination taken.
- 13.5.2** Bank Challan showing the deposit of fee.
- 13.6** Students seeking duplicate migration certificate from one university to another university shall be allowed such certificate on submission of an application supported by:
  - 13.6.1** An affidavit by the student, duly attested by Magistrate, revealing that the original Migration Certificate issued by the university had been lost and was not used for any other purpose.
  - 13.6.2** A cutting of daily newspaper in which the report regarding loss of Migration Certificate was published.
  - 13.6.3** A certificate to the effect that the applicant had not been registered at the university for which Migration Certificate was issued.
- 13.7** A student who fails in the university examination and wants migration / credit transfer to another university shall be issued Migration Certificate on production of the original Result Card.
- 13.8** Once the Migration Certificate is issued, it can be cancelled and admission restored within 3 weeks from the date of issuance of migration certificate. The student will have to provide a certificate from the respective Registrar that he/she had not been registered at that university for which the Migration Certificate was issued.
- 13.9** No Migration / Credit Transfer Certificate shall be issued to a student who had been debarred from appearing in the university examination or expelled from university / affiliated institute / college for misconduct till such time as the period of punishment lasts.
- 13.10** A regular student of the university / affiliated institute who desires migration to another university shall be issued Migration Certificate on the production of the Clearance Certificate.

- 13.11** If any question arises to the interpretation of any of the provisions of these rules, it shall be placed before the Vice Chancellor whose decision thereon shall be final and binding.
- 13.12** No credit hour of a course will be transferred if the grade is less than C.
- 13.13** University may enroll students (if they fulfill the criteria) for any course(s) and issue a transcript for the courses done. Rs. 5000/ per course will be charged.
- 13.14** Requirement for awarding of degrees (Transfer of Credit Hours Cases):  
A student must have a proper admission in the undergraduate program of the university, and should earn minimum of 60 credit hours out of a total of 130-145 credit hours from BUITEMS.
- 13.15** Only those students will be allowed migration who fulfill the minimum criteria for admission to the relevant course.

#### **14. Students Fee Concession and Award of Scholarships**

The BUITEMS Fee Concession & Scholarship Policy has the following aspects:

1. Merit Scholarship
2. Fee Concession to needy students.
3. Fee Concession to siblings.
4. Fee concession for dependants of BUITEMS employees
5. Fee in Installments.

##### **14.1 Merit Scholarship**

**14.1.1** The university will award merit scholarship to top 10% students studying in each program of a semester. A student shall have to pass all the courses of respective semester described in the scheme of studies in order to qualify for the merit scholarship.

**14.1.2** Any student who gets admission after the due date of fee deposit / scheduled test date / commencement of the semester, shall not be entitled to get merit scholarship in the first semester.

**14.1.3** Students falling under clause 14.1.2 will be allowed to compete for merit scholarship in subsequent semesters.

**14.1.4** A student who changes the program of study will not be entitled for merit scholarship in the first semester.

## **14.2** Fee Concession for Needy Students

The university is providing fee concession to needy students. Such concessions are to be decided on case-to-case basis.

## **14.3** Fee Concession Policy for Siblings

The BUIITEMS allows fee concession to siblings who are enrolled in the university. Such concession is granted as per following rules:

### **14.3.1**

If two siblings are studying in BUIITEMS then  
One will get 50% fee concession  
One will pay full fee

If three siblings are studying in BUIITEMS then  
One will get 100% fee concession  
Two will pay full fee

If four siblings are studying in BUIITEMS then  
One will get 100% fee concession  
One will get 50% fee concession  
Two will pay full fee

If five siblings are studying in BUIITEMS then  
Two will get 100% fee concession  
Three will pay full fee

**14.3.2** The sibling getting brother/ sister concession, cannot apply for need base fee concession. However the siblings not getting this concession can be granted, at the most, 50% fee concession if they deserve this on the basis of need.

**14.3.3** Fee concession will be granted to those siblings who are expected to complete their programs of studies earlier.

**14.3.4** If the brother/sister who is expected to complete his/her study program earlier as per schedule of studies, is getting merit scholarship, then the other sibling will avail the brother/sister concession.

**14.4** Policy for Dependants of BUIITEMS Employees

Fee concession policy for the dependants of BUIITEMS employees studying in different courses/programs of studies is as follows:

**14.4.1** This policy shall apply to sons / daughters, brothers / sisters and spouses of the employees of the university.

**14.4.2** They will have the benefit of 100 % fee concession.

**14.4.3** Brothers/sisters (real or step, if dependant) will have the benefit of 100 % fee concession. (Here dependant would mean if applicant's father has expired/ or retired or going to retire within one year or during the study period and the applicant is fully dependant on BUIITEMS employee)

**14.4.4** Students dependents of BUIITEMS employees will pay only the admission, registration and security fees at the time of admission.

**14.5** Fee Installment

The university may allow deposit of fee in two or three equal installments to those students who cannot deposit the semester fee in lump sum.

**15. Fee Refund Policy**

**15.1** The admission and registration fee deposited shall not be refunded to a student in any case.

**15.2** Security fee shall be refundable provided nothing is outstanding against the student and the relevant quarters, i.e. the office of Department Chair, Lab, Library, Student Affairs Office, Hostel, State Bank Library and Accounts section, provide their clearance certificate.

- 15.3** Prospectus charges and the application processing fee shall not be refunded.
- 15.4** If any student requests for cancellation of his/her admission within 15 days from the date of commencement of classes, he will be entitled for full refund of tuition, laboratory, examination and library fees.

## **16. Disciplinary Rules**

- 16.1** The following shall constitute the acts of indiscipline
  - 16.1.1** Use of indecent or uncivilized language, remarks or gestures within the varsity premises.
  - 16.1.2** Improper behavior, such as shouting, abusing, quarreling, fighting and manhandling on the campus.
  - 16.1.3** Carrying, using or threatening to use firearms and deadly weapons.
  - 16.1.4** Defiance of authority.
  - 16.1.5** Fake representation or giving false information or willful Concealment of the relevant information, cheating or deceiving.
  - 16.1.6** Inciting or staging a walkout , strike or an unauthorized procession or forming organization for sake of indulging in political activities.
  - 16.1.7** Shouting of slogans derogatory to the prestige of the university or the reputation of its officers or teachers.
  - 16.1.8** Being found under the effect of an intoxicant.
  - 16.1.9** Smoking within the University premises or university or while in the university transport.
  - 16.1.10** Action defamatory of and derogatory to religion and Pakistan.
  - 16.1.11** Use of unfair means in an examination.

**16.1.12** Indulgence in activities prejudicial and detrimental to good order on the campus.

**16.1.13** Unauthorized use of, or damaging university's moveable or immovable property or wall chalking.

**16.1.14** All such other acts which the Competent Authority/ Discipline Committee may construe as breach of discipline.

**16.2** Punishment or penalty for any of the offenses mentioned under above clauses shall be according to gravity of the case and may be one or more of the following:

**16.2.1** A record in the BOOK OF DISCIPLINE to be maintained by the Registrar's office.

First entry: Stern Warning

Second entry: Monetary Fine

Third entry: Expulsion

**16.2.2** Fine as decided by the Discipline Committee.

**16.2.3** Expulsion from the class., hostels for a specified period,

**16.2.4** Detention from examination.

**16.2.5** Cancellation of Examination results or withdrawal of certificate granted, and

**16.2.6** Expulsion or rustication from the university for a specified period or for good.

**16.3** The Department Chairs/ Directors / Provosts shall be responsible for the maintenance of discipline among the students of their respective departments subject to the provisions of statutes and regulations of the university.

**16.4** The certificates/ degree/ diplomas and other documents of a student involved in a case of breach of discipline may be withheld till the final disposal of the case.

**16.5** Exceptional cases, not covered by the prescribed rules, shall be referred to the Syndicate by the Discipline Committee.

- 16.6** The Syndicate may consider the appeals of the students involved in the cases of breach of discipline on the recommendation of the Vice Chancellor.
- 16.7** Any student found guilty of committing any of the offences cited above shall automatically disqualify himself or herself from the award of any honor/ distinction from the university.



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