



NOTIFICATION

In anticipation approval of the Academic Council, the Vice Chancellor, in exercise of the powers conferred upon him under section 15(1) of the University of Narowal Act X of 2018, has been pleased to approve the Admission Policy of BS Programs (Morning & Evening) for admissions of **Semester Fall-2023**.

1) GENERAL CRITERIA

1.1 University of Narowal (UON) will commence the online admissions for all Undergraduate Degree Programs (Morning and Evening) given in the **Annexure-I**. Online admissions shall be processed against the advertisement in print and electronic media under Semester System on Open Merit and Reserved Quotas as given in **Annexure-II**.

1.2 The eligible applicants (Male / Female / Transgender) can apply without any discrimination for admission at University of Narowal.

1.3 Unless, mentioned in **Annexure-II**, the reserved seats are only for the Morning Degree Programs.

1.4 Only complete application(s) along with following compulsory documents shall be processed:

- a. Candidate's passport size photograph (with blue background).
- b. Matriculation and Intermediate or Equivalent Certificate/DMC issued by respective Board at the time of application.
- c. In case of any discrepancy, fake documentation or concealment of facts, the admission shall be cancelled at any stage of the degree.
- d. The applicants applying for reserved seats must attach all relevant documents mentioned in the attached **Annexure-II**; otherwise, the application shall not be processed.
- e. Applicants willing to apply in multiple
- f. Applicants shall deposit amount of Rs. 1000/- (Non-Refundable) against



each program applied for admission. Challan form for admission processing fee will be generated at online admission portal, and student shall upload the copy of paid challan at online admission portal of University of Narowal.

1.5 Considering eligibility, a candidate may apply for more than one-degree programs.

1.6 Result awaiting candidates can also apply. Their merit will be calculated on basis of Part-I of Intermediate or equivalent. For merit calculation, only passed courses will be considered. Upon successful completion of Part-2 of intermediate or equivalent, applicant have to submit attested copy of complete result card of intermediate within stipulated time (1 week of announcement of intermediate result.) Those students who failed to clear complete Intermediate or equivalent degree, their conditional admission will be cancelled.

1.7 The admission calendar for Fall-2023 shall be given on the Admission Form and also circulated among applicants through University Website and Official Facebook Page of the University before the start of admission.

1.8 The change of subject/program within stipulated time period (**from the display of last Merit List to the 3 days**) shall only be allowed to the applicants who have already applied for the desired degree program(s) with the approval of Competent Authority subject to the availability of seats and eligibility.

1.9 Semester dues shall be refunded (if requested):

Sr. #	Particular	Policy
1.	Full (100%) Fee Refund	Up to 7 th day of commencement of classes OR 7 th day of deposit in case fee is deposited after commencement of classes
2.	Half (50%) Fee Refund	From 8 th to 15 th day of commencement of classes OR 8 th to 15 th day of deposit in case fee is deposited after commencement of classes.
3.	No (0%) Fee Refund	From 16 th day of commencement of classes OR 16 th day of deposit in case fee is deposited after commencement of classes.
4.	Due to low percentage in Last / Terminal Degree	The result will be compiled by the department with in fifteen (15) working days. After declaration of result the whole fee (100%) will be refunded.



5.	Irrelevant Terminal Degree to the course applied	The whole fee (100%) will be refunded within current fifteen (15) days after lacuna/ambiguity identified.
6.	Non-Commencement of any program due to low intake of students or any other reason	The whole fee (100%) will be refunded within notified by the registrar office. It will be the fifteen (15) days after the decision is properly responsibility of the department to inform the student regarding Serial No 4, 5 and 6.
7.	Dropped Out students due to low CGPA	The challan form of those shall be blocked who do not qualify promotion criteria. The whole fee (100%) will also be refunded to the non-going students who have deposited their fee for the subsequent semester but dropped in earlier semester.

Note: % age of fee shall be applicable on all components, except for security and admission charges. Timeline shall be calculated continuously covering both weekdays and weekend.

1. The candidates shall apply for fee refund through Head of Department and Director Students Affair with in time period mentioned above.
2. The Director Students Affairs shall forward the same to the Treasurer Department for further course of action along with following documents.
 - a. Fee refund form duly signed/stamped by HOD and DSA.
 - b. Notification of commencement of classes
 - c. Proof of admission cancellation
 - d. Original fee paid challan

1.10 Merit List of selected candidates shall be displayed on the University Website and Official Facebook Page as per admission calendar.

1.11 Applicant(s) can file the admission grievance(s), if any, along with all required documents in the admission office for redressal within two working days after the display of the merit list(s).

1.12 All the selected candidates mentioned in any merit lists shall appear in the Admission Office along with all credentials (in original), CNIC / B-Form, two passport size fresh photograph with blue background and two sets of attested copies of all credentials placed in an ordinary paper folder within stipulated time before the notification / display of the next merit list to get bank Challan for the semester fee / dues and securing of



admission.

1.13 The admission dues / fee shall be deposited during the stipulated period given in the admission calendar (Fall-2023) in any branch of The Bank of Punjab (for students selected in Morning program) and any branch of Faysal Bank (for students selected in evening program), and a copy of same shall have to be deposited in the Admission Office for semester registration (In case of failure the semester registration shall not be proceeded). The referred dues / fee shall not be deposited in any other bank.

1.14 In case the semester fee / dues is not deposited within stipulated time the admission offers shall stand cancelled.

1.15 Subject to the availability, for hostel facility preference shall be given to the candidates having domicile other than District Narowal. (Based on Merit)

1.16 Equivalence Certificate of "A" Levels or Intermediate Certificate awarded by the foreign institutions issued by the Inter Board Committee of Chairman (IBCC) is mandatory at the time of registration.

1.17 The applicant's upper age limit shall be 24 years for Male and 25 years for female at the admission closing date. No further age relaxation shall be permissible.

1.18 For applicants applying on University of Narowal Employee quota, University of Narowal employees shall apply for the Employment Certificate in the Registrar Office, University of Narowal. The same shall have to be submitted while applying for admission.

1.19 Considering minimum required number of students per section/class and the University resources, the University reserves the right for not offering any degree program(s).

1.20 Considering above Para if a degree program is not offered. All deposited semester dues shall be refunded to the applicant other than application fee.

1.21 The number of students in morning session in a section shall be 60 (50 Open Merit + remaining 10 reserved for quota seats) students. The reserve seat quota shall not be



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available foreveining session and number of students in each evening section shall be 60 (All on Open Merit). **(The minimum number of students shall be 25 in each section to start a program).**

1.22 Change of Subject/Program is contingent to applicants' eligibility and availability of unfilled seats.

1.23 Unless, mentioned the applicants having 3-years relevant Associate Diploma (DAE) dulyrecognized by Pakistan Board of Technical Education (PBTE) shall apply against reserved quota in the relevant morning programs; whereas, they may apply against open merit in relevant Evening Programs also **(Note: Quota's option shall not be admissible for Evening Programs.)**

**ANNEXURE-I****UNDERGRADUATE DEGREE PROGRAMS OFFERED BY THE UNIVERSITY OF NAROWAL IN FALL-2023 (FOR FULL TIME MORNING/EVENING PROGRAMS)****Faculty of Science**

Degree Programs	Eligibility and Merit Determination Criteria
1. BS Botany 2. BS Biochemistry 3. BS Biotechnology 4. BS Zoology	At least 50% marks are required in the intermediate (Pre-Medical) or Science Group with Biology or equivalent to meet the minimum admission criteria. OTHERWISE: the admissions shall be cancelled at any time. MERIT CALCULATION CRITERIA: 30 % Matriculation Marks + 70% Intermediate Marks.
5. BS Chemistry	At least 50% marks are required in the intermediate (Pre-Medical or Pre-Engineering) or equivalent to meet the minimum admission criteria. OTHERWISE: the admission shall be cancelled at any time. MERIT CALCULATION CRITERIA: 30 % Matriculation Marks + 70% Intermediate Marks.
BS Environmental Sciences	At least 50% marks are required in the intermediate (Pre-Medical or Pre-Engineering) or ICS or Science Group with relevant subject to meet the minimum admission criteria. OTHERWISE: the admission shall be cancelled at any time. MERIT CALCULATION CRITERIA: 30 % Matriculation Marks + 70% Intermediate Marks



7. BS Mathematics	At least 50% marks are required in the intermediate (Pre-Engineering) or Science Group with Mathematics (200 Marks) or equivalent to meet the minimum admission criteria. OTHERWISE: the admission shall be cancelled at any time. MERIT CALCULATION CRITERIA: 30 % Matriculation Marks + 70% Intermediate Marks.
8. BS Physics	At least 50% marks are required in the intermediate (Pre-Medical or Pre-Engineering) or Science Group with Physics (200 Marks) or Mathematics (200 Marks) or equivalent to meet the minimum admission criteria. OTHERWISE: the admission shall be cancelled at any time. MERIT CALCULATION CRITERIA: 30 % Matriculation Marks + 70% Intermediate Marks.
Faculty of Business and Economics	
9. BBA 10. BS Economics	At least 45% marks are required in the intermediate or equivalent to meet the minimum admission criteria. OTHERWISE: the admission shall be cancelled at any time. MERIT CALCULATION CRITERIA: 30 % Matriculation Marks + 70% Intermediate Marks. NOTE: Diploma in Commerce (3 years) students can only apply on open merit



Faculty of Social Sciences	
11. BS Education 12. BS Mass Communication and Media	At least 45% marks are required in the intermediate or equivalent to meet the minimum admission criteria. OTHERWISE: the admission shall be cancelled at any time. MERIT CALCULATION CRITERIA: 30 % Matriculation Marks + 70% Intermediate Marks NOTE: DAE holders may apply against Open Merit.
Faculty of Language and Linguistics	
13. BS English Literature 14. BS English Linguistic 15. BS Urdu	At least 45% marks are required in the intermediate or equivalent to meet the minimum admission criteria. OTHERWISE: the admission shall be cancelled at any time. MERIT CALCULATION CRITERIA: 30 % Matriculation Marks + 70% Intermediate Marks NOTE: DAE holders may apply against Open Merit.
Faculty of Art and Design	
16. BS Fine Arts	At least 45% marks are required in the intermediate or equivalent to meet the minimum admission criteria. OTHERWISE: the admission shall be cancelled at any time. MERIT CALCULATION CRITERIA: 30 % Matriculation Marks + 70% Intermediate Marks.



Faculty of Food & Nutrition	
17. BS Food Science & Technology	<p>At least 50% marks are required in the intermediate (Pre Medical or Pre-Engineering) or equivalent to meet the minimum admission criteria.</p> <p>OTHERWISE: the admission shall be cancelled at any time.</p> <p>MERIT CALCULATION CRITERIA: 30 % Matriculation Marks + 70% Intermediate Marks.</p>
18. BS Physical Education	<p>At least 45% marks are required in the intermediate or equivalent to meet the minimum admission criteria.</p> <p>OTHERWISE: the admission shall be cancelled at any time.</p> <p>MERIT CALCULATION CRITERIA: 30 % Matriculation Marks + 70% Intermediate Marks.</p>
Faculty of Computing and Information Technology	
19. Computer Science	<p>At least 50% marks are required in intermediate or ICS or equivalent with mathematics (200 Marks) to meet the minimum admission criteria. OTHERWISE: the admission shall be cancelled at any time.</p> <p>MERIT CALCULATION CRITERIA: 30 % Matriculation Marks + 70% Intermediate Marks.</p> <p>NOTE: Diploma holders (Electrical, Electronics, Telecom, IT) 3-years Degree may only apply against 5% quota seats.</p>



ANNEXURE-II

**DETAIL OF RESERVED SEATS IN UNDERGRADUATE DEGREE PROGRAMS
AND ADMISSION CRITERIA**

In addition to the above-mentioned general admission criteria the following criteria shall also be applicable upon all reserved seats applicants.

- a. The merit of the offered reserved seats shall be determined within the category; however, the applicant has to fulfill the general minimum admission eligibility criteria to apply.
- b. In case, if more than required nominations are received for a particular degree program, university shall reserve the rights to prepare the merit list accordingly.
- c. Subject to the eligibility a candidate may apply for more than one reserve quota.
- d. The relevant document as proof of the reserve quota eligibility shall be required.

Eligibility Criteria

Eligibility Criteria	
1. Persons with Disability	<ol style="list-style-type: none">a) Two percent (2%) seats; at least one seat is reserved for special persons in all Undergraduate degree program.b) The applicant shall have to produce a certificate, duly issued by the District Disable Assessment Committee issued by relevant District or federal government.
2. Sports	<ol style="list-style-type: none">a) Two percent (2%) seats; at least one seat is reserved for sports persons in all Undergraduate degree programs.b) The applicant shall provide a registration certificate from Country / Provincial / District Sports Board along with certificate(s) of participation at inter college / board / province level issued by the concerned education department / board / province.



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3. Co-Curricular Activities	<p>a) One percent (1%) seat(s); at least one seat is reserved for co-curricular activities in all Undergraduate degree programs.</p> <p>b) The applicant shall have to provide certificate(s) in the co-curricular activities at inter college / board / province level issued by the concerned education department / board / province.</p>
4. Children, sibling and spouse of UON Employees	<p>a) Two (2%) seats; at least one seat is reserved for the children, sibling and spouse of University of Narowal Regular BPS/TTS (excluding staff on deputation) in all Undergraduate Degree Programs.</p> <p>b) The candidates having DAE are not eligible to apply against reserved seat of this quota. However, they may apply against reserve seats of DAE.</p> <p>c) Family Registration Certificate (FRC) and UON employment certificate issued by Registrar office shall be required along with admission application form.</p>
5. FATA	<p>a) Two (2%) seats; at least one seat is reserved for the applicants of FATA in all Undergraduate degree programs.</p> <p>b) The domicile and CNIC of FATA shall be required.</p>
6. Baluchistan	<p>a) One (1%) seat; at least one seat is reserved for the applicants of Baluchistan in all Undergraduate degree programs.</p> <p>b) The domicile and CNIC of FATA shall be required.</p>
7. Gilgit-Baltistan	<p>a) One (1%) seat; at least one seat is reserved for the applicants of Gilgit-Baltistan region in all Undergraduate degree programs.</p> <p>b) The domicile and CNIC of FATA shall be required.</p>



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8. Azad Jammu And Kashmir (AJK)	a) One (1%) at least one seat for the Azad Jammu and Kashmir (AJK) region in all Undergraduate degree programs. b) The domicile and CNIC of FATA shall be required.
9. Minorities	a) Two (2%) at least one seat for Minorities in all Undergraduate degree programs. b) NADRA or Government Body documents for the proof of claim as minority shall be required.
10. Shuhada	a) Two (2%) seats; at least one seat is reserved for the children of Shuhada in Army, Police & Rangers. b) Death Certificate (with the reason of Death), letter from the concerned department and Service Book shall be required.


(Dr. Muhammad Haseeb Sarwar)
Registrar

- **COPY FOR INFORMATION:**
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- Members of Committee
- Assistant Registrar (Academics & Establishment-I)
- Assistant Registrar (Admission & Registrations)
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