

Contents

Introduction	1
Degree Programs	2
Job Opportunities for IER Graduates	2
Two year Mater Degree Programs	3
Admission Requirements	3
Break-up of Seats	4
Information about Seats	5
Admission Requirements and Merit Criteria	5
Criteria for M.A. Education (Elementary/Secondary)	6
Criteria for M.A. Early Childhood Education	6
Criteria for M.A. Islamic Education	6
Criteria for M.A. English Language Teaching and Linguistics	7
Criteria for Master of Business Education	7
Criteria for Master of Science Education (MS Ed)	7
Criteria for Master of Technology Education (MTE)	7
Criteria for M.A. Educational Research and Assessment	8
Mode of Application	8
M.Ed Programs	9
Registration Process (For First Semester)	11
Transfer of Students	11
Fees and Funds	12
Refund of Fees & Funds	12
Admission Schedule	13
IER Admission Committee	14
Faculty of the Institute	14

INTRODUCTION

The Institute of Education and Research (IER) is a Postgraduate College of Education of University of the Punjab, Lahore. The Institute was established in 1960 in cooperation with the School of Education, Indiana University, U.S.A. It is the pioneer Institute in Pakistan for advanced studies in the field of Education. It enjoys the status of the premier and prestigious Institute of Education in the country.

The major aims and objectives of the Institute include:

1. to provide and promote facilities for advanced study and research in Education;
2. to provide teaching, training and guidance in order to prepare candidates for the Master's, M.Phil and Ph.D in Education degrees of the University, and such other diplomas in Education as may be instituted;
3. to provide opportunities for professional Educators to improve their knowledge and ability through summer courses;
4. to publish the results of research, and act as an Educational information dissemination center; and
5. to render other services to Educational institutions.

DEGREE PROGRAMS

The Institute presently offers fourteen degree programs under semester system. The names and normal duration of these degree programs are given as under:

❖ M.A Education (Elementary)	2 years
❖ M.A Education (Secondary)	2 years
❖ M.A Education (Islamic)	2 years
❖ M.A Early Childhood Education	2 years
❖ M.A English Language Teaching & Linguistics	2 years
❖ Master of Business Education (M.B.E)	2 years
❖ Master of Science Education (M.S.Ed)	2 years
❖ Master of Technology Education (M.T.E)	2 years
❖ Master of Educational Research and Assessment	2 years
❖ M.Ed in Educational Research & Assessment	1 year
❖ Master of Education (M.Ed) Elementary	1 year
❖ Master of Education (M.Ed) Secondary	1 year
❖ Master of Education (M.Ed) Science	1 year
❖ Master of Edu. (M.Ed) Elementary (Evening)	2 year
❖ Master of Edu. (M.Ed) Secondary (Evening)	2 year
❖ M.Phil Leading to Ph.D	4 years

The maximum time limit for Master's degree programs & M.Phil leading to Ph.D is two years beyond the normal duration of the program.

JOB OPPORTUNITIES FOR IER GRADUATES

The IER graduates do have a vast variety of career opportunities of the following types:

- ❖ Teaching positions in government schools of Punjab. Graduates with Bachelor level academic qualification are eligible for primary and elementary school teaching positions. Those with M.A/M.Sc in school subjects are eligible for Secondary school teaching positions.
- ❖ Teaching positions in schools other than the schools of Government of Punjab.
- ❖ Teaching positions in Montessori Schools
- ❖ Teaching positions in Pre-Schools
- ❖ Teaching positions in Day Care Settings
- ❖ Leadership positions in Middle/High Schools.
- ❖ Leadership positions in Higher Secondary Schools.
- ❖ Leadership positions in Colleges of Education for Elementary Teachers.
- ❖ Lecturers in Education in Inter/Degree Colleges.
- ❖ Lecturers in Colleges of Education.
- ❖ Lecturers in University Departments/Institutes of Education.
- ❖ Education Officers/Specialists.
- ❖ Research Officers/Research Associates/Research Assistants.
- ❖ Vocational Guidance Officers.
- ❖ Positions in Ministry/ Departments of Education.
- ❖ Positions in Civil Services.
- ❖ Positions in Defense Services.
- ❖ Positions in Text-Book Boards, PITEs, Boards of Intermediate and Secondary Education, Curriculum Bureau & Extension Centres and Curriculum Wing, National/Provincial Assessment Centres.
- ❖ Teaching positions in Polytechnics/Technical Colleges/Commercial Colleges.
- ❖ Positions in business firms/industries.

TWO YEAR MASTER DEGREE PROGRAMS

Admission Requirements:

- ❖ The pre-requisite academic qualifications for admission to the two-years Master's degree programs at the Institute is relevant Bachelor Degree at least in 2nd Division.
- ❖ Persons (including in-service candidates) already holding B.Ed./B.S.Ed. are not eligible for admission to M.A degree programs.
- ❖ Persons holding B.A. with English only or B.A./B.Sc. without English are not eligible for admission.
- ❖ in case of M.T.E, the candidates must have studied science subjects of secondary school level.
- ❖ Any person who has attained the age of 26 years on the last date fixed for the receipt of applications for admission shall not be admitted to two year degree programs. In case of real hardship, however, the Vice-Chancellor on the recommendations of the Director, IER may relax this regulation for (a) females (b) foreign candidates and (c) upto maximum of one year for male candidates. If a candidate is overage s/he should obtain relaxation in age from the Vice-Chancellor on the prescribed form available from IER Main Office and attach the age relaxation orders with the application form. Otherwise s/he will not be considered for admission.
- ❖ In-service graduate teachers who do not hold B.Ed degree but have 3 years full-time paid teaching experience in government recognized/registered Educational institutions after passing professional training examination (P.T.C./S.V./O.T./C.T./B.Com./D.M./ certificate in Physical Education/ Diploma in Technical Education) may apply for admission against merit seats reserved for them. Such in-service candidates are exempted from the restrictions of age and year of graduation. For Master of Technology Education, the regular full time paid teachers of T.T.C./A.T.C. will also be considered eligible for this category.
- ❖ In-service teachers who have passed their B.A./B.Sc. examination in First Annual 2010 and Second Annual 2009 Examination and are below age 26 years may compete for admission against merit seats for fresh graduates.
- ❖ The candidates should have proficiency in English and Urdu languages. In case of foreign students, they should have proficiency in English language.
- ❖ The candidates should have good health, personality and character. (Any student, who was rusticated, expelled, or whose entry in any college/university campus was banned for any reason whatsoever at any time during his/her academic career, shall not be admitted to any class without the permission of the Board of Governors (BOG), IER. The BOG may not consider such cases except on the recommendations of the Faculty Council.
- ❖ **School Subjects for Elementary/Secondary/Early Childhood Education/ Islamic Education/ Research and Assessment: Persons holding B.A./B.Sc. with English compulsory plus one subject from the following list are eligible for getting admission.**
 - ! **Core Subjects:** Urdu Elective, English Literature, Islamiyat, Arabic, History, Geography, Physics, Chemistry, Mathematics, Botany, Zoology, Home Economics, Computer Science.
 - ! **Elective Subjects:** Psychology, Philosophy, Education, Statistics, Sociology, Social Work, Economics, Pakistan Studies, Political Science, Fine Arts.

BREAK-UP OF SEATS

	M.A ELTL	M.A Ed. (Ele)	M.A Ed. (Early Childhood)	M.A Ed. (Sec)	M.A Ed. (Islamic)	M.B.E	M.S.Ed	M.T.E	M.A Ed. Res.& Ass.
A. Merit Seats									
1. Arts/Science Graduates	35	36	30	36	--	20	--	27	25
2. Arts Graduates	--	--	--	--	36	--	--	--	--
3. Science Graduates	--	--	--	--	--	--	36	--	--
4. B.Com./B.B.A. Graduates	--	--	--	--	--	12	--	--	--
5. Graduates having Diploma of Associate Engineer	--	--	--	--	--	--	--	3	--
6. In-Service Graduate Teachers	--	4	3	4	4	--	--	--	--
7. In-Service Technical Graduate Teachers	--	--	--	--	--	--	--	5	--
8. In-Service Commerce Graduate Teachers	--	--	--	--	--	3	--	--	--
B. Reserved Seats									
1. Children/spouses/real brothers or sisters/nephew or niece, in order of priority, of the Punjab University teachers, serving or retired, with a service of not less than 5 years. Preference will be given to children.	1	1	1	1	1	1	1	1	1
2. Children/spouses/real brothers or sisters/ nephew or niece, in orders of priority, of the Punjab University Employees, serving or retired, with a service of not less than 5 years. Preference will be given to children.	1	1	1	1	1	1	1	1	1
3. Foreign students whose names are recommended by the Ministry of Education, Government of Pakistan.	1	1	1	1	1	1	1	1	1
4. Children of martyrs/war disabled personnel of the defence forces (in the absence of this category, children/wards of serving or retired personnel of the Armed Forces) to be nominated by the G.H.Q. Adjutant General Branch.	1	1	1	1	1	1	1	1	1
5. Disabled persons on humanitarian grounds (to be approved by the Vice-Chancellor after a case has been made out by the Director IER and is supported by the Dean of the Faculty concerned and the Committee constituted for this purpose	1	1	1	1	1	1	1	1	1
6. Outstanding sports persons according to the University Policy									
Total Seats	40	45	38	45	45	37	41	40	30

Note: i. No class/section will be started with less than 30 merit seats enrollment.
ii. In case of less than 30 merit seats enrollment, the program with the lesser number of enrolled students will be merged with other relevant program having larger enrollment.

INFORMATION ABOUT SEATS

- Fifty percent seats are reserved for graduates from University of the Punjab & fifty percent seats will be filled on open merit basis.
- No seats are reserved for, Hardship, Industry and nominees of provinces.
- Some seats are reserved for sports, disabled persons and Co-curricular Activities.
- The candidates applying against reserved seats shall apply on separate admission form in **Pink Colour**.
- In case of reserved seats in B1 and B2 above, a certificate on prescribed form of candidate's relationship as son/ daughter/ brother/ sister/nephew or niece with Punjab University teacher/ employee, signed by the teacher/ employee concerned and attested by his/her Chairman of Department/ Director of the Institute/ Registrar must be attached with application.
- In case of reserved seats in categories B1 and B2 above in M.B.E program, preference will be given to B. Com degree holders.
- In case of reserved seats in B3 and B4, the Admission Committee of the IER reserves the right to allocate the degree program to the candidates keeping in view his/her eligibility/merit/subject combination.
- Any Reserved seat which, remains unfilled may, with the approval of Faculty Council, be transferred to the merit quota.
- Various programs have categories of merit seats. If candidates for one category of merit seats are not available, such seats may be transferred to another category with the approval of Faculty Council

ADMISSION REQUIREMENTS AND MERIT CRITERIA

M.A. EDUCATION TWO YEAR

1. Admission against merit seats will be made according to the following order of preference:

a. Order of preference for candidates with B.A./B.Sc./ B.Com. will be as under:

- i. First Annual Examination, 2010 & Second Annual Examination 2009
- ii. First Annual Examination, 2009
- iii. First & Second Annual Examination, 2008

b. Order of preference for BBA/B.Sc. Home Economics will be determined in accordance with their examinations.

The merit shall be worked out on the basis of following formula:

- ❖ 1/4 of total marks obtained in S.S.C. plus 1/5 of total marks obtained in F.A./F.Sc. plus total marks of B.A./B.Sc. out of 800 plus criteria laid down by the individual Department of the Institute. Admission will be made as per order of year of preference mentioned above. In case of D.Com. total score will be worked out on cumulative marks of C.Com. and D.Com.

Note: For further adjustment, marks of all those graduates who passed their examination under semester system will be multiplied by 0.80 in order to equalize with the annual system. Marks of the graduates from Allama Iqbal Open University will be multiplied by 0.75. Marks of B. A./B. Sc. Hons. (3 years) will be multiplied by 0.9.

- ❖ Marks for each of the following will be added:

N.C.C./W.G.	20 marks
Hafiz-e-Quran	20 marks

- ❖ If there is a tie between two or more students having equal merit, their merit will be determined on the basis of marks obtained in B.A./B.Sc./B.B.A./B.Com./ B.Sc. Home Economics. If that is also equal, then marks in F.A./F.Sc. will be considered. In case that is also equal, then marks in S.S.C. will be considered.

CRITERIA

M.A. EDUCATION (ELEMENTARY/ SECONDARY)

Admission Requirements

- ❖ B.A./B.Sc./B.Sc. Home Econ.
- ❖ One subject from the core or elective school subjects is compulsory for eligibility. If a student has another core subject s/he will get the weightage.

Merit Criteria

- ❖ Merit will be calculated on the basis of formula under “Admission Requirements and Merit Criteria given at page 5-6” & weightage for the subjects studied in B.A.:
Education 20 marks
Urdu Elective/English Literature 20 marks
- ❖ Separate merit for in-service graduate teachers with the condition that the applicant must fulfill all the other admission requirements.

CRITERIA

M.A. EARLY CHILDHOOD EDUCATION

Admission Requirements

- ❖ B.A./B.Sc./B.Sc. Home Econ.
- ❖ One subject from the list given at page 3 is compulsory

for eligibility. If a student has an other course subject s/he will get weightage.

Merit Criteria

- ❖ Merit will be calculated on the basis of formula under “Admission Requirements and Merit Criteria given at page 5-6” & weightage for the subjects studied in B.A.:
Education 20 marks
Urdu Elective/English Literature 20 marks
- ❖ Separate merit for in-service graduate teachers with the condition that the applicant must fulfill all the other admission requirements.

CRITERIA

M.A. EDUCATION (ISLAMIC)

Admission Requirements

- ❖ B.A.
- ❖ One subject from the core or elective school subjects. If a student has Islamic Studies/Arabic Elective s/he will get the weightage.

Merit Criteria

- ❖ Merit will be calculated on the basis of formula under “Admission Requirements and Merit Criteria given at page 5-6” & weightage for the subjects studied in B.A.:
Education 20 marks
Arabic Elective 20 marks
Islamic Studies 20 marks
- ❖ Separate merit for in-service graduate teachers with the condition that the applicant must fulfill all the other admission requirements.

CRITERIA

M.A. ENGLISH LANGUAGE TEACHING AND LINGUISTICS

Admission Requirements

- ❖ B.A./B.Sc. in school subjects.
- ❖ Preference will be given in the following order:
 - M.A English
 - B.A. (English Literature)
 - B.A./B.Sc.

Merit Criteria

- ❖ Merit will be calculated on the basis of formula under “Admission Requirements and Merit Criteria given at page 5-6” & weightage for the subjects studied in B.A:
- ❖ M.A English: Basic Criteria & marks in M.A English
- ❖ B.A. (English Literature): Basic criteria & marks in English compulsory & marks in English Literature.
- ❖ B.A./B.Sc: Basic Criteria & marks in English Compulsory.

CRITERIA

MASTER OF BUSINESS EDUCATION

Admission Requirements:

- ❖ B.A/B.Sc/B.B.A/B.Com.

Merit Criteria

- ❖ Merit will be calculated on the basis of formula under “Admission Requirements and Merit Criteria given at page 5-6” & weightage for the subjects studied in B.A.:

Weightage for the subjects studied in B.A./B.Sc:
Education 20 marks

Any one subject out of Statistics,
Economics and Mathematics 20 marks

CRITERIA

MASTER OF SCIENCE EDUCATION

Admission Requirements

- ❖ B.Sc. with any two subjects from the following Botany, Zoology, Chemistry, Physics, and Mathematics (A+B)

Merit Criteria

- ❖ Merit will be calculated on the basis of formula under “Admission Requirements and Merit Criteria given at pages 5-6” & weightage for the subjects studied in B.Sc.

CRITERIA

MASTER OF TECHNOLOGY EDUCATION

Admission Requirements

- ❖ B.A./B.Sc./B.Tech Pass/honour/BCS.

Merit Criteria

- ❖ Merit will be determined on the basis of formula under “Admission Requirements and Merit Criteria given at pages 5-6”

Weightage for the following subject will be given:

- ❖ Education in B.A. 20 marks
- ❖ B.Sc. with any two subjects from Maths, Chemistry and Physics 20 marks
- ❖ F.Sc. (in case of B.A. or B.Sc. other than above mentioned subjects) 10 marks

- ❖ Certificate in Technical Education of at least one year (excluding DAE): 10 marks.
- ❖ Drawing masters and Technical teachers with technical qualifications and three years teaching experience after the date of announcement of the result of technical examination will be eligible for admission against the seats reserved for in-service teachers.
- ❖ The candidates must have studied science subjects at secondary school level.

CRITERIA

M.A. EDUCATIONAL RESEARCH AND ASSESSMENT

Admission Requirements

- ❖ B.A./B.Sc
- ❖ One subject from the core or elective school subjects is compulsory for eligibility. If a student has another core subject, s/he will get the weightage.

Merit Criteria

- ❖ Merit will be calculated on the basis of formula under “Admission Requirements and Merit Criteria given at pages 5-6” & weightage for the subjects studied in B.A.:

Education	20 marks
One subject from the core subject	20 marks

MODE OF APPLICATION (All Programs)

- ❖ Apply for admission only if you hold the minimum qualifications required for admission. In case of in-service teachers your Educational experience as full-time paid employee in government recognized Educational institutions/organizations should be three

years after the date of announcement of the result of first professional training examination, that is: P.T.C./ S.V./ O.T./ C.T./ D.Com./ B.Com./ B.B.A./ D.M./ Diploma in Technical Education/ B.Ed./ B.S.Ed. etc.

- ❖ In case you are in-service teacher, you should apply only if you are entitled to leave under rules.
- ❖ In case you are in-service teacher, you **should not send advance copy** of your application direct to the Institute. You must route your application **Through Proper Channel** and applications must reach IER Office upto 4:00 P.M. on the last date for submission of applications.
- ❖ Submit separate application for each program if you wish to be considered for admission to more than one degree programs at the Institute.
- ❖ Write the name of degree program on application form to indicate your choice.
- ❖ Submit separate application in **pink colour** to apply against reserved seats.
- ❖ Attach all the documents with your application as listed in this prospectus. In case you fail to attach any one of the listed documents, your application will not be considered. You should not enclose any certificate other than the listed ones.
- ❖ Write the year of your B.A./B.Sc./B.Com./B.B.A./B.Sc. Home Economics B.Ed./B.S.Ed. examination as given in your Detailed Marks Certificate.
- ❖ Give that address as your present mailing address where quick delivery of letter is possible.
- ❖ Fill in all columns applicable to you legibly, completely and carefully. Put cross mark (x) in the columns not applicable to you.
- ❖ Applications on old/photocopy/typed forms will not be acceptable.
- ❖ Applications received after the last date for receipt of

applications will not be considered. Applicants are advised not to take risk of postal delay.

- ❖ In case applying for two years Master Program and your B.A./B.Sc. marks are not out of 800, use the following formula and write the resultant score in the relevant column:

$$\frac{\text{Marks obtained} \times 800}{\text{Maximum marks in B.A./B.Sc.}}$$

- ❖ In order to calculate total merit score for two year and one year degree programs add the following:
 - ❖ 1/4 of S.S.C. total marks
 - ❖ 1/5 of F.A./F.Sc. total marks
 - ❖ B.A./B.Sc. marks out of 800
 - ❖ Weightage marks for subject (If applicable)
 - ❖ Marks for N.C.C./N.W.G. (If applicable) 20 marks
 - ❖ Marks for Hafiz-e-Quran (If applicable) 20 marks

M.Ed Programs

ADMISSION REQUIREMENTS AND CRITERIA

M.Ed Elementary/Secondary (Morning) One Year

- ❖ B.A./B.Sc. (with English plus two elective subjects) plus B.Ed. at least in 2nd division.

OR

- ❖ B.S.Ed. at least in second division.
- ❖ Candidate who is not in-service and has attained the age of 26 years on the last date fixed for the receipt of applications for admission shall not be admitted to M.Ed degree programs. In case of real hardship, however, the Vice-Chancellor on recommendation of the Director IER may relax this regulation for (a) females (b) foreign candidates and (c) upto maximum of one year for male candidates. If a candidate is overage, s/he should obtain relaxation from Vice-Chancellor on the prescribed form

obtainable from IER Main Office and attach the age relaxation orders with the application form. Otherwise s/he will not be considered for admission.

- ❖ In-service B.Ed. teachers who have three years full-time paid teaching/administrative experience in government recognized/ registered Educational institutions, from the date of notification of the result of first professional training (O.T./P.T.C./ S.V./ C.T./ B.Ed./B.S.Ed.) on the last date fixed for receipt of applications for admission are exempted from the restriction of age.

M.Ed Elementary/Secondary (Evening) Two Year

- ❖ B.A./B.Sc. (with English plus two elective subjects) plus B.Ed. at least in second division.
- OR
- ❖ B.S.Ed. at least in second division.
- ❖ In-service B.Ed. teachers with station of Educational duty in or around Lahore within a range of 65 kilometers from the Quaid-e-Azam Campus, University of the Punjab, Lahore.
- ❖ Good health, personality and character.
- ❖ Permission from the employer to attend M.Ed classes in the evening.

M.Ed Science (Morning) One Year

- ❖ B.Sc. (with English plus any two elective subjects out of Botany, Zoology, Chemistry, Physics and Mathematics) plus B.Ed. degree at least in second division.
- OR
- ❖ B.S.Ed. degree at least in 2nd division. Other requirements are the same as given under M.Ed General degree program.

- Note:** i. List of School subjects is given at page 3.
 ii. Any student, who was rusticated, expelled, or whose entry in any college/university campus was banned for any reason whatsoever at any time during his/her academic career, shall not be admitted to any class without the permission of the Board of Governors (BOG) IER. The BOG may not consider such cases except on the recommendations of the Faculty Council.

BREAK-UP OF SEATS

M.Ed Programs morning & Evening

There are no reserved or nomination seats for admission to M.Ed programs. The admission will be made on merit basis according to the break-up of seats given below:

Degree Program	Seats
M.Ed Elementary (Morning)	35
M.Ed Secondary (Morning)	35
M.Ed Elementary (Evening)	50
M.Ed Secondary (Evening)	50
M.Ed Science	35

Science graduates admitted to M.Ed Elementary/Secondary program will not be allowed transfer to M.Ed Science program unless they are selected on merit basis for admission to M.Ed Science program.

Note

The Institute reserves the right to correct any error, omission etc. at any stage.

ADMISSION CRITERIA FOR All M.ED PROGRAMS

The candidates will be selected on merit based on academic and professional qualifications as detailed as:

Certificate/Degree	Distribution of Marks		
	1 st Division	2 nd Division	3 rd Division
S.S.C.	10	5	--
F.A./F.Sc.	10	5	--
B.A./B.Sc.	30	15	--
B.Ed.	30	15	--
M.A/M.Sc.			
(School Subject given at page 3)	20	10	05

Marks for experience: Two marks for each completed year of teaching experience in any recognized Educational institution after the notification of B.Ed./B.S.Ed. degree upto a maximum of ten marks.

- ❖ A candidate with more than one M.A/M.Sc. degree will have benefit of only one degree with better division.
- ❖ For calculation of merit for seats of M.Ed Science, only M.Sc. in Botany/ Chemistry/ Physics/ Zoology/ Mathematics will be considered.
- ❖ In case of B.S.Ed. candidates, their B.Sc. division will be calculated on the basis of their score in content courses, and their B.Ed. division will be determined on the basis of their score in professional courses.
- ❖ In case of certificates with no mention of division, following criteria will be applied:

Marks	Division
60% marks and above	First Division.
45% marks to 59% marks	Second Division.

- ❖ In cases of tie, selection will be made on the basis of B.Ed. marks.
- ❖ Marks of the graduates from Allama Iqbal Open University will be multiplied by 0.75 in order to equalize their marks with the Punjab University graduates.

REGISTRATION PROCESS (FOR FIRST SEMESTER)

The selectees should note that mere depositing of dues will not be enough to complete the registration process. This process consists of following steps. Incomplete registration will, therefore, result in cancellation of admission.

- ❖ Submission of original documents to the faculty advisor for check-up and scrutiny.
- ❖ Allotment of Student number by the Advisor and permission for depositing of fees and funds.
- ❖ Clearance from Assistant Treasurer (Account) IER before depositing the dues.
- ❖ Deposit of fees and funds in Account No. 101 Habib Bank, Quaid-e-Azam Campus, University of the Punjab, Lahore.
- ❖ Submission of photo copy of bank receipt to the faculty advisor.
- ❖ Collection of admission letter from the Main Office of the Institute to apply for leave from their employer/department (in case of in-service students only).

- ❖ Migration certificates B.A./B.Sc./B.Sc. Home Econ./B.Com. degrees earned from the universities other than Punjab University must be submitted at the time of first semester registration otherwise s/he will not be enrolled for the semester.
- ❖ In case a student fails to attend the class one week after the last day of registration (without late fee) s/he may be refused to continue the class. In case of unavoidable circumstances, chairman of the department concerned may allow the student to attend class meetings provisionally till the decision of the Faculty Council on the application of the student.

TRANSFER OF STUDENTS

- ❖ Migration of an IER student to any other department/institute of the University of the Punjab or migration of a student from any other department/Institute of University of the Punjab or any other University to IER is not permissible.
- ❖ A candidate selected for admission in an academic session will have no right of admission in next academic session.
- ❖ A candidate selected for admission to one IER degree program cannot register in any other degree program of the Institute.
- ❖ Transfer of an IER student from one IER degree program to another IER degree program is not possible. However, a selectee who has registered in one IER degree program may be allowed to transfer to another IER degree program if his/her name appears in selectees list of later degree program and he/she applies on prescribed form for transfer within the time-limits for registration for the selectees of the later degree program (to which transfer is desired).

FEES AND FUNDS FOR M.A/M.ED MORNING DEGREE PROGRAMS

The students should deposit their dues in Account No. 101 Habib Bank Quaid-e-Azam Campus, Punjab University, Lahore according to the following rates. The rates of dues may be revised at any time during student's study program at the Institute.

1. Tuition Fee (per course)	Rs. 225/-	Per Semester
2. Examination Fee (per course)	Rs. 190/-	=
3. IER Library membership Fee	Rs. 50/-	=
4. IER Students Fund	Rs. 180/-	=
5. IER Department Club Fund	Rs. 100/-	=
6. Electricity Charges	Rs. 450/-	=
7. Laboratory Fee (M.B.E, M.T.E M.S.Ed & M.Ed Science)	Rs. 500/-	=
8. IER Sports Fund	Rs. 100/-	Per Annum
9. IER Library Services	Rs. 600/-	=
10. IER Students Magazine	Rs. 100/-	=
11. PU Medical Fee	Rs. 175/-	=
12. PU Mosque Fees (For Muslim Students Only)	Rs. 50/-	=
13. P.U. Sports Fund (P.U.S.T.C./P.U.W.S.T.C.)	Rs. 70/-	=
14. P.U. Students Welfare Fund	Rs. 125/-	=
15. PU Sports Funds/PUTDSA Fee	Rs. 225/-	=
16. PU Transportation Fee	Rs. 1800/-	=
17. Identity Card Fee	Rs. 200/-	=
18. P.U. Result Notification Fee	Rs. 350/-	at last registration
19. Detail Marks Certificate	Rs. 300/-	at last registration
20. Computer Lab. Fee	Rs. 800/-	at last registration
21. P.U. Sports Development Fund	Rs. 125/-	at first registration
22. Admission Fee	Rs. 600/-	=
23. Master's Thesis/Practicum/ internship Fee	Rs. 500/-	=
24. IER Development Fund	Rs. 500/-	=
25. Transportation fee (Teaching Practice) for M.A students only	Rs. 450/-	at the time of T P
26. Security	Rs. 500/-	Refundable

FEES AND FUNDS for M.Ed EVENING

The students should deposit their dues in Account No. 101 Habib Bank Ltd. Quaid-e-Azam Campus, Punjab University, Lahore according to the following rates. The rates of dues may be revised at any time during student's study program at the Institute.

1. Tuition Fee (per course)	Rs. 900.00	per semester
2. Examination Fee (per course)	Rs. 210.00	-do-
3. Library Membership Fee	Rs. 50.00	-do-
4. Electricity Charges	Rs. 600.00	-do-
5. IER Library Services	Rs. 600.00	per annum
6. IER Student Magazine (Taleem-o-Tehqeeq)	Rs. 100.00	-do-
7. P.U. Transportation Fee	Rs. 1800.00	-do-
8. Identity Card Fee	Rs. 200.00	-do-
9. P.U. Result Notification Fee	Rs. 350.00	at last registration
10. Detail Marks Certificate	Rs. 300.00	at last registration
11. Computer Lab. Fee	Rs. 800.00	
12. Admission Fee	Rs. 600.00	at first registration
13. Master's Thesis/Practicum Fee	Rs. 500.00	-do-
14. Development Fund	Rs. 500.00	-do-
15. Security	Rs. 500.00	(Refundable)

Tuition Fee from Foreign Students

Tuition fees from foreign students for Master's degree program will be charged Rs. 40,000/- or equal amount in US \$ per annum per student in addition to the usual prescribed fee of the relevant degree program of IER (No. F.10-11/2001 IC.V(FS) dated 25th July, 2002)

REFUND OF FEES AND FUNDS

1. Fees and funds of a student who after registration in an IER degree program gets admission in another department of Punjab University, are not transferable to that department.
2. All dues paid by a student for a semester are refundable

if he/she forsakes his/her studentship and applies for refund before the closing date for admission. After the closing date of admissions, only the amount of security will be refunded.

3. All the dues are refundable in case of cancellation of admission granted due to mistake, miscalculation, neglect or omission by IER office. Dues are not refundable in case of cancellation of admission got on the basis of mis-statement, incorrect information, concealment of acts, fake certificates or any other unfair means from student's side.
4. Any over payment of dues is refundable or adjustable in next semester through application to the Director IER.
5. The amount of security is refundable within six months after the last date of final semester of the student concerned on student's application to the Director IER.

ADMISSION SCHEDULE FOR M.A PROGRAMS

For Open Merit Seats

i. Date of Advertisement	August 22, 2010
ii. Availability of Admission Forms	August 23, 2010
iii. Last Date for the Receipt of Applications	September 03, 2010
iv. Display of General Merit List	Sept. 09, 2010 (04:00pm)
v. Display of First Admission List	Sept. 09, 2010 (04:00pm)
vi. Registration of Selectees in the First List	September 20-21, 2010
vii. Display of Second Admission List	Sept. 22, 2010 (04:00pm)
viii. Registration of Selectees from Second List	September 23-24, 2010
ix. Display of Third Admission List	Sept. 27, 2010 (04:00pm)
x. Registration of Selectees from Third List	September 28-29, 2010
xi. Physical Presence of the Candidates from General Merit List in Waheed Shaheed Hall	September 30, 2010 (9:00 a.m. to 12:00 Noon)

xii. Display of Fourth and Final Admission List	Sept. 30, 2010 (04:00 pm)
xiii. Registration of Selectees of 4th and Final List	October 4-5, 2010
xiv. Admission Closed	October 8, 2010
xv. Start of Classes	October 11, 2010

ADMISSION SCHEDULE

For Reserved Seats

i. Date of Advertisement	August 22, 2010
ii. Availability of Admission Forms	August 23, 2010
iii. Last Date for the Receipt of Applications	Sept. 3, 2010 (04:00 pm)
iv. Display of General Merit List and Display of First Admission List	September 30, 2010 at 10:00 a.m.
v. Registration of Selectees in the First List	October 4, 2010
vi. Display of Second Admission List	Oct. 5, 2010 (10:00 am)
vii. Registration of Selectees from Second List	October 6, 2010
viii. Display of Third Admission List	Oct. 7, 2010 (04:00 p.m)
x. Registration of Selectees from Third List	October 8, 2010
xi. Admission Closed	October 8, 2010
xii. Start of Classes	October 11, 2010

ADMISSION SCHEDULE FOR M.Ed PROGRAMS

i. Date of Advertisement	August 1, 2010
ii. Availability of Admission Forms	August 2, 2010
iii. Last Date for the Receipt of Applications	August 18, 2010
iv. Display of General Merit List	Aug. 23, 2010 (10:00am)
v. Display of First Admission List	Aug. 23, 2010 (10:00am)
vi. Registration of Selectees in the First List	August 23-24, 2010
vii. Display of Second Admission List	Aug. 25, 2010 (10:00am)
viii. Registration of Selectees from Second List	August 26-27, 2010
ix. Display of Third Admission List	Aug. 30, 2010 (04:00pm)
x. Registration of Selectees from Third List	Aug/Sept. 31-01, 2010
xi. Admission Closed	October 8, 2010
xii. Start of Classes	October 11, 2010

- ❖ **The Lists of Selectees will be displayed on the IER notice board. It is the responsibility of candidates to see the lists of selectees on IER notice board and get registered during the period notified for registration. The registration will be in person only.**
- ❖ Dues should be deposited in Account No. 101, Habib Bank Ltd. Quaid-e-Azam Campus, University of the Punjab, Lahore within banking hours.
- ❖ Selectees failing to deposit the dues and to register on notified dates for registration will lose their right to admission and their seats will be offered to candidates next in merit
- ❖ The candidates whose names appeared in the first or second admission lists but they could not obtain admission within stipulated dates may also be considered in the third and fourth admission lists, provided the seats are available and they have submitted a written request to this effect to the Chairman, Admission Committee, IER.
- ❖ Objections/complaints about omission/errors in the lists of selectees should be brought to the notice of Chairman, IER Admission Committee upto 08:00 a.m. on **September 26, 2010.**
- ❖ After the registration of selectees from the 3rd list, the waiting candidates will be considered for admission if seats remain vacant. **The waiting candidates must report physically between 08:00 a.m. to 12:00 Noon on September 30, 2010 in Waheed Shaheed Hall at IER.** The vacant seats will be filled up on merit from amongst those present on the same day.
- ❖ Only those in-service selectees will be allowed to attend classes whose leave has been sanctioned or who get departmental permission to study at the IER.
- ❖ The Institute reserves the right to correct any error, omission etc. at any stage.

ADMISSIONS COMMITTEE

Prof. Dr. Mahr Muhammad Saeed Akhtar	Chairperson
Chairman, Deptt. of Elementary Education	Member
Chairman, Deptt. of Secondary Education	Member
Chairman, Deptt. of Science Education	Member
Chairman, Deptt. of Islamic Education	Member
Chairman, Deptt. of Business Education	Member
Chairman, Deptt. of Technology Education	Member
Chairman, Deptt. of Edul Research & Assess	Member
Chairman, Deptt. of ELTL	Member
Chairman, Students Affairs Committee	Member
Chairman, Academic Affairs Committee	Secretary

FACULTY OF THE INSTITUTE

Prof. Dr. Hafiz Muhammad Iqbal Dean
M.Ed (Pb) M.A. Sc. Edu (UK)
M.Sc (Bot), Ph.D. Ed (Pb)
Postdoc (USA)

Prof. Dr. Mumtaz Akhtar Director
M.A. Edu. Ph.D. Ed (Pb)
Postdoc (UK)

DEPARTMENT OF BUSINESS EDUCATION

1.	Mr. Nadeem Ahmad Bhatti	Assistant Professor
	M.B.E.	(Ex-Pakistan leave)
2.	Dr. Shaukat Ali Raza	Lecturer & In-charge
	M.B.E., M.A(Isl.Std.),	
	Ph.D Ed (Pb)	
3.	Mrs. Ashi Zeeshan	Lecturer
	M.B.E.	
4.	Miss Tahira Afridi	Lecturer
	M.B.E.	
5.	Mrs. Ummara Saher	Lecturer
	M.B.E	
6.	Ahmad Sohail Lodhi	Lecturer
	M.B.E	(Ex-Pakistan leave)

DEPARTMENT OF ELEMENTARY EDUCATION

1. Dr. Muhammad Saeed Shahid Associate Professor &
M.A Edu (Pb) Ph.D Ed (Pb) Chairman
ADHD (Early Childhood) AKU
2. Dr. Ch. Abid Hussain Associate Professor
M.A. Edu, M.A. Eco
Ph.D Ed (Pb), Postdoc (UK)
3. Dr. Rafaqat Ali Akbar Associate Professor
M. Ed. Sc, M.A. Isl. Studies
Ph.D Ed (Pb) Postdoc (UK)
4. Mr. Abdul Qayyum Chaudhry Assistant Professor
M.A. Edu
5. Ms. Farah Zeba Assistant Professor
M.A. Edu (On Leave)
6. Dr. Muhammad Shahid Farooq Lecturer
M.A. Edu, M.A. Eco,
Ph.D Ed (Pb) (Ex-Pakistan Leave)

DEPARTMENT OF ISLAMIC EDUCATION

1. Dr. Muhammad. Saeed Akhtar Professor & Chairman
M.A. Edu, M.A Isl. Studies
M.Ed (UK), Ed. D (USA)
2. Mr. Abdul Ghafoor Madni Assistant Professor
M.A. Edu, M.A. Shariah (KSA)
3. Mrs. Mubashara Khatoon Assistant Professor
M.A. Edu, M.A. Phil
4. Mr. Abdul Majid Khan Rana Lecturer
M.A. Edu (Isl), M.Ed ELT
MS App. Linguistics
5. Mrs. Farrukh Munir Lecturer
M.A. Edu (Isl), M.A. Pol. Sc
6. Mr. Abdul Rehman Tahir Visiting Scholar
M.A. Shariah (KSA)

DEPARTMENT OF SCIENCE EDUCATION

1. Dr. Rizwan Akram Rana Associate Professor &
M.A. Edu, M.Sc. Phy Chairman
Ph.D Ed. (Pb) Postdoc (UK)

2. Mr. Ahmad Sher Awan Assistant Professor
M.S. Ed, M.Sc. Chem
3. Mrs. Rabia Arif Assistant Professor
M.S. Ed, M.S. Envir. Science (Ex-Pakistan Leave)
4. Mrs. Nighat Sana Kirmani Lecturer
M.S. Ed
5. Miss Saiqa Azam Lecturer
M.Ed Sc, M.Sc Physics (Ex-Pakistan Leave)
6. Miss Afshan Mumtaz Lecturer
M.Sc (Zol), M.S.Ed
7. Miss Tayyaba M. Akram Lecturer
M.Sc (Chem), M.S.Ed
8. Mr. Asim Nazir Lecturer
M.Sc (Math), M.S.Ed

DEPARTMENT OF SECONDARY EDUCATION

1. Dr. Mumtaz Akhtar Professor & Chairperson
M.A. Edu, Ph.D. Ed (Pb)
Postdoc (UK)
2. Syed Waqar Ali Assistant Professor
M.Ed, M.Ed (USA)
3. Mrs. Yasmin Sughran Assistant Professor
M.A. Edu
4. Dr. Tariq Mahmood Ch. Assistant Professor
M.A Ed, M.Sc. App. Psy.
Ph.D Ed (Pb)
5. Mrs. Abida Nasreen Assistant Professor
M.A. Edu
6. Miss Farah Deebe Chughtai Lecturer
M.A. Edu
7. Mr. Shafiq-ur-Rehman Lecturer
M.Ed, M.Phil (Math)
8. Mrs. Aroona Hashmi Lecturer
M.A. Edu

DEPARTMENT OF TECHNOLOGY EDUCATION

- | | | |
|----|---|--------------------------------------|
| 1. | Dr. Tahseen Mahmood
M.A. Edu, M.A. Fine Arts
Ph.D Special Edu. (Pb) | Assistant Professor &
Chairperson |
| 2. | Mr. Mahfooz Ahmad Kamboh
M.A. Tech. Edu (Ind. Arts) | Assistant Professor |
| 3. | Mr. Muhammad Riaz
M.A. Tech. Edu (Ind. Arts) | Lecturer |
| 4. | Mr. M. Shahzad Mughal
M.A. Tech. Edu. (Ind. Arts)
M.Sc. Comp. Sc | Lecturer |
| 5. | Mr. Abir Hassan Naqvi
M.T.E | Lecturer |
| 6. | Mr. Tariq Hussain
M.T.E | Lecturer |

DEPARTMENT OF EDUCATIONAL RESEARCH AND ASSESSMENT

- | | | |
|----|---|---|
| 1. | Dr. Nasir Mahmood
M.S. Ed, M.A.S
Ph.D (Japan), Postdoc.(U.K.) | Assistant Professor &
Chairman |
| 2. | Mrs. Munaza Nausheen
M.A. Edu. M.A. Ed. (U K) | Assistant Professor
(on Study Leave) |
| 3. | Mr. Muhammad Abiodullah
M.Ed, M.Sc. Statistics | Assistant Professor |
| 4. | Mrs. Sajida Rehman
M.Ed. Sc, M.Ed &
M.Ed (Hons) Australia | Assistant Professor |
| 5. | Dr. M. Amir Hashmi
M.A. Edu, M.Sc. Phy
Ph.D Ed, (BZU) Postdoc (USA) | Lecturer |
| 6. | Mr. Zia-ud-Din Bashir Ch
M.A. Edu, M.A. Ass. & Evl. (Aus) | Lecturer |
| 7. | Mrs. Effat Alvi
M.A. Edu | Lecturer
(on Leave) |

DEPARTMENT OF ENGLISH LANGUAGE TEACHING AND LINGUISTICS

- | | | |
|----|---|------------------------------------|
| 1 | Dr. Hafiz Muhammad Iqbal
M.Ed (Pb) M.A. Sc. Ed (U K)
M.Sc (Bot), Ph.D. Ed (Pb)
Postdoc (USA) | Professor & Chairman |
| 2. | Mr. Muhammad Aslam
M.Ed, M.A. Eng, M.A. TEFL | Lecturer
(On Leave) |
| 3. | Miss Khalida Sarwar
M.A. ELTL | Lecturer |
| 4. | Ms. Maria Fatima Dogar
M.A. ELTL | Lecturer |
| 5. | Ms. Sadaf Rauf
M.A. ELTL, M.A. Eng. | Lecturer
(On Ex-Pakistan Leave) |
| 6. | Mr. Muhammad Islam
M.A. ELTL, M.A. Eng. | Lecturer
(On Leave) |