

**CALENDAR OF EVENTS / INSTRUCTIONS – ADMISSIONS SPRING 2015**

**MORNING / AFTERNOON PROGRAMMES**

(LAST DATE FOR SUBMISSION OF APPLICATION FORM

**28 Nov 2014 By Post & 08 Dec 2014 By Hand)**

S. No	Discipline		Session	Time, Date and Place of Test	*Date of Display of List / Names of Applicants Selected for Interview	Time, Date and Place of Interview
1.	a.	MA English (Girls)	Morning	10:00 a.m 12 Dec 2014 (Iqbal Block)	17-12-2014	9:00 a.m 22 Dec 2014 (Iqbal Block)
			Afternoon			3:30 p.m 22 Dec 2014 (Iqbal Block)
	b.	MA English (Boys)	Morning	10:00 a.m 12 Dec 2014 (Iqbal Block)	17-12-2014	9:00 a.m 23 Dec 2014 (Iqbal Block)
			Afternoon			3:30 p.m 23 Dec 2014 (Iqbal Block)
	c.	MA English Language Teaching (ELT)	Morning	10:00 a.m 12 Dec 2014 (Iqbal Block)	17-12-2014	9:00 a.m 23 Dec 2014 (Iqbal Block)
			Afternoon			3:30 p.m 23 Dec 2014 (Iqbal Block)
	d.	Advanced Diploma English (Language)	Morning	10:00 a.m 12 Dec 2014 (Iqbal Block)	18-12-2014	9:00 a.m 22 Dec 2014 (Johar Block)
			Afternoon			3:30 p.m 22 Dec 2014 (Johar Block)
	e.	Diploma English (Boys)	Morning	10:00 a.m 12 Dec 2014 (Johar Block)	18-12-2014	9:00 a.m 23 Dec 2014 (Johar Block)
			Afternoon	-----		-----
	f.	Diploma English (Girls)	Morning	10:00 a.m 12 Dec 2014 (Iqbal Block)	18-12-2014	9:00 a.m 24 Dec 2014 (Johar Block)
			Afternoon	-----		-----
g.	Certificate English (Boys)	Morning	10:00 a.m 12 Dec 2014 (Johar Block)	18-12-2014	9:00 a.m 26 Dec 2014 (Johar Block)	
		Afternoon	-----		-----	3:30 p.m 26 Dec 2014 (Johar Block)
h.	Certificate English (Girls)	Morning	10:00 a.m 12 Dec 2014 (Iqbal Block)	18-12-2014	9:00 a.m 24 Dec 2014 (Johar Block)	
		Afternoon	-----		-----	3:30 p.m 24 Dec 2014 (Johar Block)
j.	Foundation English (Boys)	Morning	10:00 a.m 12 Dec 2014 (Johar Block)	18-12-2014	9:00 a.m 22 Dec 2014 (Johar Block)	
		Afternoon	-----		-----	3:30 p.m 22 Dec 2014 (Johar Block)
k.	Foundation English (Girls)	Morning	10:00 a.m 12 Dec 2014 (Iqbal Block)	18-12-2014	9:00 a.m 24 Dec 2014 (Johar Block)	
		Afternoon	-----		-----	3:30 p.m 24 Dec 2014 (Johar Block)
2.	BSML (Bachelor of Studies in Modern Languages)		Morning	10:00 a.m 12 Dec 2014 (Roomi Block)	17-12-2014	9:00 a.m 22 Dec 2014 (Iqbal Block)
3.	BS English		Morning	10:00 a.m 12 Dec 2014 (Roomi Block)	17-12-2014	9:00 a.m 22 Dec 2014 (Iqbal Block)
			Afternoon			3:30 p.m 22 Dec 2014 (Iqbal Block)
4.	BS Software Engg		Morning	10:00 a.m 12 Dec 2014 (Ghazali Block)	17-12-2014	9:00 a.m 22 Dec 2014 (Ghazali Block)
			Afternoon			3:30 p.m 22 Dec 2014 (Ghazali Block)
5.	BBA		Morning	10:00 a.m 13 Dec 2014 (Iqbal Block)	19-12-2014	9:00 a.m 23 Dec 2014 (Salam Block)
			Afternoon			3:30 p.m 23 Dec 2014 (Salam Block)
6.	BBS		Morning	10:00 a.m 13 Dec 2014 (Iqbal Block)	19-12-2014	9:00 a.m 23 Dec 2014 (Salam Block)
			Afternoon			3:30 p.m 23 Dec 2014 (Salam Block)
7.	BS Accounting & Finance		Afternoon	10:00 a.m 13 Dec 2014 (Iqbal Block)	19-12-2014	3:30 p.m 23 Dec 2014 (Salam Block)
8.	MBA		Morning	10:00 a.m 13 Dec 2014 (Iqbal Block)	19-12-2014	9:00 a.m 24 Dec 2014 (Salam Block)
			Afternoon			3:30 p.m 24 Dec 2014 (Salam Block)
9.	BS Mass Comm		Morning	10:00 a.m 13 Dec 2014 (Johar Block)	19-12-2014	9:00 a.m 23 Dec 2014 (Iqbal Block)
			Afternoon			3:30 p.m 23 Dec 2014 (Iqbal Block)
10.	BS Economics & Finance		Morning	10:00 a.m 13 Dec 2014 (Ghazali Block)	19-12-2014	9:00 a.m 23 Dec 2014 (Iqbal Block)
			Afternoon			3:30 p.m 23 Dec 2014 (Iqbal Block)
11.	BS Turkish		Morning	10:00 a.m 13 Dec 2014 (Concerned Dept)	13-12-2014 (Departmental Display)	12:00 noon 13 Dec 2014 (Concerned Dept)
12.	MCS		Morning	10:00 a.m 13 Dec 2014 (Johar Block)	18-12-2014	9:00 a.m 23 Dec 2014 (Ghazali Block)
			Afternoon			3:30 p.m 23 Dec 2014 (Ghazali Block)
13.	BSCS (Bachelor of Studies in Computer Science)		Morning	10:00 a.m 13 Dec 2014 (Johar Block)	18-12-2014	9:00 a.m 24 Dec 2014 (Ghazali Block)
			Afternoon			3:30 p.m 24 Dec 2014 (Ghazali Block)
14.	BS Arabic		Morning	10:00 a.m 13 Dec 2014 (Concerned Dept)	13-12-2014 (Departmental Display)	12:00 noon 13 Dec 2014 (Concerned Dept)

\* All Lists will be displayed at 6:00 p.m on the scheduled dates.

15. **Other Master Courses**

S. No	Discipline	Session	Time, Date and Place of Test	* Date of Display of List / Names of Applicants Selected for Interview	Time, Date and Place of Interview
a.	MA Arabic	Morning	10:00 a.m 13 Dec 2014 (Concerned Dept)	13-12-2014 (Departmental Display)	12:00 noon 13 Dec 2014 (Concerned Dept)
b.	MA Chinese	Afternoon	10:00 a.m 13 Dec 2014 (Concerned Dept)	13-12-2014 (Departmental Display)	12:00 noon 13 Dec 2014 (Concerned Dept)
c.	MSc Economics	Morning	10:00 a.m 13 Dec 2014 (Ghazali Block)	19-12-2014	9:00 a.m 24 Dec 2014 (Iqbal Block)
		Afternoon			3:30 p.m 24 Dec 2014 (Iqbal Block)
d.	MA Education	Morning	10:00 a.m 13 Dec 2014 (Iqbal Block)	19-12-2014	9:00 a.m 23 Dec 2014 (Iqbal Block)
		Afternoon			3:30 p.m 23 Dec 2014 (Iqbal Block)
e.	MA EPM	Morning	10:00 a.m 13 Dec 2014 (Iqbal Block)	19-12-2014	9:00 a.m 23 Dec 2014 (Iqbal Block)
		Afternoon			3:30 p.m 23 Dec 2014 (Iqbal Block)
f.	MSc Psychology	Afternoon	10:00 a.m 13 Dec 2014 (Iqbal Block)	19-12-2014	3:30 p.m 23 Dec 2014 (Iqbal Block)
g.	MSc International Relations	Morning	10:00 a.m 13 Dec 2014 (Ghazali Block)	18-12-2014	9:00 a.m 22 Dec 2014 (Ghazali Block)
		Afternoon			3:30 p.m 22 Dec 2014 (Ghazali Block)
h.	MSc Peace & Conflict Studies	Morning	10:00 a.m 13 Dec 2014 (Ghazali Block)	18-12-2014	9:00 a.m 22 Dec 2014 (Services Block)
j.	MSc Mass Comm	Morning	10:00 a.m 13 Dec 2014 (Johar Block)	19-12-2014	9:00 a.m 24 Dec 2014 (Iqbal Block)
		Afternoon			3:30 p.m 24 Dec 2014 (Iqbal Block)
k.	M.Ed	Morning	10:00 a.m 13 Dec 2014 (Iqbal Block)	19-12-2014	9:00 a.m 24 Dec 2014 (Iqbal Block)
		Afternoon			3:30 p.m 24 Dec 2014 (Iqbal Block)
l.	B.Ed (1 year)	Morning	10:00 a.m 13 Dec 2014 (Iqbal Block)	19-12-2014	9:00 a.m 24 Dec 2014 (Iqbal Block)
		Afternoon			3:30 p.m 24 Dec 2014 (Iqbal Block)
m.	MSc in Governance & Public Policy	Morning	10:00 a.m 13 Dec 2014 (Ghazali Block)	19-12-2014	9:00 a.m 23 Dec 2014 (Ghazali Block)
		Afternoon			3:30 p.m 23 Dec 2014 (Ghazali Block)
n.	MA Islamic Studies	Morning & Afternoon	10:00 a.m 13 Dec 2014 (Ghazali Block)	16-12-2014 (Departmental Display)	9:00 a.m 17 Dec 2014 (New Jinnah Block)
o.	MSc Pakistan Studies	Morning & Afternoon	10:00 a.m 13 Dec 2014 (Ghazali Block)	16-12-2014 (Departmental Display)	9:00 a.m 17 Dec 2014 (Services Block)
p.	MA History	Afternoon	10:00 a.m 13 Dec 2014 (Ghazali Block)	16-12-2014 (Departmental Display)	9:00 a.m 17 Dec 2014 (Services Block)
q.	MA Persian	Morning & Afternoon	10:00 a.m 13 Dec 2014 (Concerned Dept)	13-12-2014 (Departmental Display)	12:00 noon 13 Dec 2014 (Concerned Dept)
	MA Persian with specialization in Translation				
r.	MA French	Morning	10:00 a.m 13 Dec 2014 (Concerned Dept)	13-12-2014 (Departmental Display)	12:00 noon 13 Dec 2014 (Concerned Dept)
s.	MA Urdu	Morning	10:00 a.m 13 Dec 2014 (Concerned Dept)	13-12-2014 (Departmental Display)	12:00 noon 13 Dec 2014 (Concerned Dept)

16. **Special Diploma Courses**

a.	Governance	Morning & Afternoon	-----	-----	9:00 a.m 23 Dec 2014 (Gov & Public Policy Dept) (Ghazali Block)
b.	Public Policy				
c.	Public Administration				

\* All Lists will be displayed at 6:00 p.m on the scheduled dates.

17. **Other Language Courses**

S. No	Language	Session	Date, Time & Venue of Test/Interview
a.	Arabic Certificate, Diploma & Interpretership	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
	Arabic Certificate I, Certificate II & Diploma	Afternoon	
b.	Bangla Certificate	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
c.	Chinese Certificate, Diploma & Interpretership	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
	Chinese Certificate & Diploma	Afternoon	
d.	French Certificate & Diploma	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
	French Certificate I, Certificate II	Afternoon	
	French for Specific Purposes (Tourism, Hotel Management, Business, Spoken French & International Relations)		
e.	German Certificate & Diploma	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
	German Certificate I & Certificate II	Afternoon	
f.	Hindi Certificate, Diploma & Interpretership	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
g.	Indonesian (Bahasa) Certificate	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
h.	Italian Certificate & Diploma	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
	Italian Certificate-I	Afternoon	
j.	Japanese Certificate, Diploma	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
	Japanese Certificate	Afternoon	
k.	Korean Certificate & Diploma	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
l.	Persian & A / Persian Certificate, Diploma & Interpretership	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
	Persian & A/Persian Certificate	Afternoon	
m.	Pakistani Languages Certificate Balochi, Punjabi & Pashto Diploma in Balochi & Pashto	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
n.	Russian Certificate, Diploma, Interpretership & Uzbek Certificate	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
	Short Russian Course (08 weeks)	Afternoon	
o.	Spanish Certificate, Diploma & Adv Diploma	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
p.	Turkish Certificate, Diploma & Interpretership	Morning	9:00 a.m 16 Jan 2015 (Concerned Department)
	Turkish Certificate & Diploma	Afternoon	
q.	PGD TEFL	Afternoon	3:30 p.m 16 Jan 2015 (English (GS) Department)
r.	IELTS	Afternoon	3:30 p.m 16 Jan 2015 (English (FC) Department)
s.	<b>Urdu (For foreigners)</b> Certificate, Diploma, Adv Diploma, Pre MA & MA	Morning	<b>0900 a.m 29 Jan 2015</b> <b>(Concerned Department)</b>
	Certificate & Diploma	Afternoon	

18. **Display of Final Lists of Candidates Selected for Admission / Fee Deposit**

S. No	Discipline	Date of Display of Final List *	Fee Deposit	
			From	To
a.	M.A English, MA ELT	05-01-2015	08-01-2015	28-01-2015
b.	English Advanced Diploma, Diploma, Certificate & Foundation	08-01-2015	12-01-2015	
c.	BS English & BSML	06-01-2015	09-01-2015	
d.	BBA, BBS & BS Accounting & Finance			
e.	MBA			
f.	BSCS	07-01-2015	12-01-2015	
g.	MCS			
h.	BS Software Engineering			
j.	BS Mass Comm	07-01-2015	12-01-2015	
k.	BS Economics & Finance	05-01-2015	08-01-2015	
l.	BS Turkish & BS Arabic			
m.	Other Master Courses	09-01-2015	13-01-2015	
n.	Other Language Courses	20-01-2015	22-01-2015	
o.	Special Diploma Courses	09-01-2015	13-01-2015	

19. **Start of Classes**

a.	<b>Morning (8:00 a.m to 1:30 p.m)</b>	<b>02-02-2015</b>
b.	<b>Afternoon (3:30 p.m to 7:00 p.m)</b>	<b>02-02-2015</b>

\* All Lists will be displayed at 6:00 p.m on the scheduled dates.

## 20. **Instructions:-**

- **Last date for submission of Admission forms** complete in all respects is **28 Nov (by post) & 08 Dec 2014 till 5:00 p.m (by hand)**. Incomplete application forms without requisite documents will not be entertained. **Documents must be attested by Gazetted Officer.**
- **Cost of Admission Forms (ONLINE)**: Cost of admission form / processing fee is Rs.1000/-.
- **Procedure for Submission of Admission Form etc:**
  - For details visit NUML website [www.numl.edu.pk](http://www.numl.edu.pk). Candidates can submit the admission form online. Cost of prospectus / processing Fee is Rs.1000/-. Candidate will fill in the form online and submit the print out of Application form, Undertaking form & Student ID form etc along with attested copies of all educational documents, CNIC, domicile, character certificate, 03 passport size pictures and paid bank receipt of Rs. 1000/- ( Askari Bank Ltd) to campus concerned.
  - Admission form without complete documents (attested) will not be accepted / entertained.
  - In case of provision of fake information / documents, admission will be cancelled at any stage.
- **Admit Card**: After scrutiny of admission form / documents, Admit Card will be sent on e.mail address given by the candidate.
- **Fee**: Final admission is subject to the payment of prescribed fee by the selected candidates in advance for the whole semester immediately after selection as per schedule given above. **Dues once deposited will not be refunded after the specified period given below**, either on leaving the University / cancellation of provisional admission **OR** on change of session / discipline. **Fee Refund policy** is as under:-

Ser	%age of Tuition Fee	Timeline for Semester / Trimester System
a.	Full (100%) Fee Refund	Upto 7 days of commencement of classes
b.	Half (50%) Fee Refund	From 8– 15 days of commencement of classes
c.	No Fee (0%) Refund	From 16 days of commencement of classes.
- **Transport facility** on specific routes in Rawalpindi / Islamabad is available on payment.
- **Result Lists of Entrance Test / Interview / Final Selection**: It is the responsibility of candidates to check the result lists (Entrance Test / Interview / Final Selection) for admission from the Academics Branch / Notice Boards of University / NUML website. *No individual intimation will be sent by the University.*
- **Admission to all Masters courses** will be confirmed on provision of original Bachelor's degree result and Character Certificate from the institution last attended. Students are bound to provide **Migration Certificate (in original) for all Masters Courses** for registration purpose within a period of **30 days** after admission.
- **Lists Display**: All Lists (Entrance Test / Interview / Final Selection) will be displayed at **6:00 p.m** on the scheduled dates. The same will also be posted on NUML website.

## 21. **Important Notes:**

- **Interview**. Students must bring along **Original Certificates / Degrees etc at the time of interview. Without original documents, interview will not be conducted.**
- **Change of Shift** from Afternoon / Evening to Morning is not allowed.
- **Mandatory Attendance**. To appear in the end-term / final examination attendance of 75% lectures is mandatory for BEEE and 70% for other programs.
- **Roll No. Slip / Hope Certificate**: Students who have appeared in their Board / University examinations must attach with the application form, a letter of recommendation from the Head of the Institution last attended regarding passing the examination with at least 60% marks and provide a copy of Roll No. slip of the Examination in which they have appeared.
- **In case of provision of fake information / documents, admission will be cancelled at any stage.**
- **Incentive for Position Holders. Merit Scholarship** will be awarded to position holders of Board / University subject to the conditions (available on NUML website). Needs based scholarship is also available for deserving candidates.
- **Hostel Admission**. Very limited hostel facilities are available at Main Campus, Islamabad for Male & Female students coming from far flung areas and selected for admission in minimum one year programme. Such students shall collect hostel application form from the office of Director Students Affairs (Room # 10, New Jinnah Block), **fill the forms and submit the same in Room # 10, Jinnah Block. Interview for hostel accommodation will be held on 19 - 20 January 2015.**

Col Syed Jawaid Ahmad (R)  
Director Academics  
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