

## AIR UNIVERSITY, ISLAMABAD

### POLICY FOR MIGRATION OF MBBS STUDENTS

#### 1. Introduction

This policy deals with the migration of students from other Pakistani or foreign Medical Universities/Colleges/Schools of repute to Air University and transfer of students between and from the Constituent Medical Colleges of Air University i.e. Fazaia Medical College (FMC) Islamabad and Fazaia Ruth Pfau Medical College (FRPMC) Karachi. On the recommendation of the Principal FMC/FRPMC, Director Academics and the Registrar, the Vice Chancellor may allow migration of a student from other medical universities/HEIs to FMC/FRPMC and from FMC to FRPMC & vice versa under the following eligibility criteria and conditions/limitations for migration:-

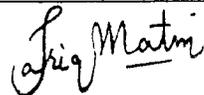
#### 2. Migration from other Medical Colleges to FMC/ FRPMC Air University

##### (a) Eligibility Criteria:-

- (i) All the medical students studying in PMC recognized Medical Colleges of Pakistan are eligible to apply.
- (ii) Students studying in Foreign Medical Colleges are also eligible to apply.
- (iii) University/HEI from where the student is being transferred should be recognized by Higher Education Commission (HEC) of Pakistan.
- (iv) Applicant has not been dismissed on any academic or disciplinary grounds from a Medical College.

##### (b) Conditions/Limitations:-

- (i) The migration will be allowed in the MBBS program at the same level i.e. same batch against a vacant seat available in FMC or FRPMC.
- (ii) Student can opt for migration either to FMC or FRPMC. He/she must write name of the opted College in the migration form.
- (iii) Student must have passed First Professional MBBS Examination.
- (iv) Migration at FMC/FRPMC will not be allowed in the Final year of MBBS.

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- (v) Student will have to clear all payable dues of the parent College prior to formal issuing of NOC for migration on Air University's prescribed application form (Flag-B).
- (vi) Migrations are allowed from Public and Private Medical Colleges.
- (vii) FMC and FRPMC shall at all times publically display any vacant seats available in each year of the program and shall inform the National Medical Authority of such vacancy within fourteen days occurrence of such vacancy.
- (viii) The notification for availability of vacant seat shall be made public for at least fourteen days so as to allow students to apply for migration.
- (ix) Public display includes websites of FMC, FRPMC and Air University.
- (x) If number of applicants is more than the vacant slots, migrations will be based on merit score. Merit score will be based on induction merit score and professional exam(s) results. In case of equal merit up to two decimals, priority would be given to applicant older in age.
- (xi) Merit list will be displayed publically.
- (xii) Students studying in foreign Medical Colleges must get all their academic transcripts/documents attested from Pakistan embassy of that country besides Principal/Dean of that institution.
- (xiii) For students studying in foreign medical colleges, their parent College must be included in the world directory of Medical Schools maintained by World Federation of Medical Education.
- (xiv) A student studying in foreign medical college may apply for transfer to MBBS program offered by FMC or FRPMC subject to having completed at least two years of studies in the foreign College and having qualified the National Equivalence Board exam conducted by National Medical Authority.
- (xv) A student studying in the foreign medical college shall only be allowed to migrate in the same batch for which the student has qualified the NEB Exam.
- (xvi) A migrated Student will have to pay full fee for the professional year in which he/she is seeking migration.

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- (xvii) FMC/FRPMC may call the applicant for an interview for evaluating the reasons of migration cited by the applicant.
- (xviii) Registrar Office, Air University will intimate Pakistan Medical Commission within 15 days of completion of Migration of each case.

**3. Migration from FMC/FRPMC Air University to other Medical Colleges**

**(a) Conditions/Limitations:-**

- (i) The migration from FMC/FRPMC Air University to other public and private Medical Colleges will be allowed for the MBBS program at the same level ie same batch, subject to availability of vacant seat in the intended College of migration.
- (ii) He/she must write name of the opted College in the migration form.
- (iii) Student must have passed First Professional MBBS Examination at FMC/FRPMC.
- (iv) Migration will not be allowed in the Final year of MBBS.
- (v) Student must have cleared all the payable dues.
- (vi) FMC/FRPMC will adjust the tuition fee already paid by the student, on pro rata basis to the period spent by the student along with a penalty not exceeding ten percent of the total annual fee in the event the student seeks to leave in the middle of the academic year to transfer to another College.
- (vii) A student seeking migration from FMC/FRPMC will have to obtain NOC from accepting College him/herself and submit the same with the application.
- (viii) Registrar Office, Air University will intimate Pakistan Medical Commission within 15 days of completion of Migration of each case.

**4. Migration between Constituent Units of Air University (FMC and FRPMC)**

- (i) The migration will be allowed in the MBBS program at the same level ie same batch against a vacant seat available in FMC or FRPMC.

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- (ii) He/she must write name of FMC or FRPMC (which ever applicable) in the migration form.
- (iii) Student must have cleared all payable dues of the parent College.
- (iv) Students from FMC and FRPMC can apply for migration at any time of the year. However such applications would be subject to availability of vacant slots.
- (v) All the conditions regarding display of vacant slots and intimation to Pakistan Medical Authority would remain the same as mentioned in Para 2 (b).
- (vi) Registrar Office, Air University will intimate Pakistan Medical Commission within 15 days of completion of transfer of each case.

**5. Migration of Students admitted against reserved seats**

- (i) Students admitted against reserved seats of PAF wards, will be allowed migration on vacant seats in their own category after passing First Professional MBBS Examination.
- (ii) PAF wards may be allowed to apply for migration against open seats, only if vacant seats are not available in the reserved quota and subject to approval from Vice Chancellor. However civilian students will be given preference in the open seats.
- (iii) Migration will not be allowed in the Final year of MBBS.

**6. Procedure**

- (i) Applicants are advised to download and fill the AU Migration Form along with the required documents from AU/ PMC websites respectively and submit in the Office of the Principal FMC or Office of the Principal FRPMC (along with complete documents as outlined/ required).
- (ii) After review Principal FMC/ FRPMC will forward the Migration Application, to the Director Academics, Registrar and Vice Chancellor (for final approval).

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- (iii) For migrations from FMC/FRPMC to other Colleges, same procedure is to be adopted before issuance of NOC by the concerned Principal.
- (iv) Registrar Office, Air University will intimate Pakistan Medical Commission within 15 days of completion of Migration of each case.

## 7. Required Documents

- (i) Filled Air University Migration Form - Annex-A
- (ii) Filled NOC Form (to be submitted to PMC) - Annex-B
- (iii) Photocopies of certificates of Matriculation, Intermediate, O, A Levels & parent University transcripts (not required in case of migration from FMC/FRPMC to other Medical college).
- (iv) The Equivalence certificates from IBCC, Pakistan in case of O/A/equivalent exams (not required in case of migration from FMC/FRPMC to other Medical college).
- (v) No Objection Certificate (NOC) from relieving Principal
- (vi) No Objection Certificate (NOC) from Principal FMC/FRPMC (whichever applicable).
- (vii) In case of migration to other Medical Colleges, No Objection Certificate (NOC) from Principal FMC/FRPMC will be issued after approval from Vice Chancellor.
- (viii) Three passport size photographs (blue background).
- (ix) Applicant and Father's/Guardian's CNIC copy.
- (x) SAT-II/Foreign MDCAT or Local MDCAT results.
- (xi) Tax filer Certificate

## 8. Application Processing Fee

Bank draft amounting to Rs. 15,000/= in favor of Air University Islamabad as migration processing fee, to be submitted at the time of applying for migration.

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**Migration Fee\*:-**

| <b>Migration Fee</b>                | <b>PKR</b> |
|-------------------------------------|------------|
| Migration from foreign universities | 100,000    |
| Migration from local universities   | 50,000     |

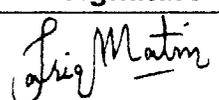
\*To be paid at the time of joining FMC/FRPMC)

9. The policy will be reviewed as and when required.



(Javaid Ahmed)  
Air Marshal (Retd)  
Vice Chancellor  
Air University, Islamabad

No. IBD/AU/202/Acad dated: 28 July, 2021

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