CHAPTER II
GENERAL PROVISIONS (ACADEMICS)

1. The University shall follow the standardized structure/scheme of studies for its various degree, associate degree, diploma, and/or certificate programs (from undergraduate to postgraduate levels).

   a. **Undergraduate Level Baccalaureate Program – equivalent to 16 years of education:**

   This program is planned as broad-based (multidisciplinary) in the beginning, concentrates with Majors and concludes at specializations in various fields. These specializations help the students to focus on their areas of interest at graduation and post-graduation levels.

Total No. of Credit Hours	Minimum 130 to Maximum 136*
Semester Duration	Minimum of 16 weeks of teaching excluding examinations
Course Duration	Minimum of 8 semesters (4 years/As per accreditation body *); and, extendable up to Maximum time limit of 6 years, as provided in this Policy; Further extendable for one year with the approval of the Academic Council
Summer Session	For deficiency/failure/repetition of maximum 2 courses of 03 credits each; Professional programs like Education, and, those requiring Practical / Clinical work can offer max 6-9 credit hours.
Course Load per Semester for Regular Full-Time Students	15-18 Credit Hours**

* Minimum of 160 and Maximum 180-above* Credit hours for 5 year degree program, subject to meeting the requirements of the respective Accreditation Councils (to meet the International Standards for Credit Hours required).
** As provided under the policy.

   b. **Graduation Level Program – equivalent to 18 years of education:**

   This program enables students to develop deeper insight in to the discipline, and to gain scholarly control over their respective area of interest. It helps in building up their capacity to conduct independent research.

Total No. of Credit Hours	30 (including a minimum of 24 Credit Hours of Course Work + 06 Credit Hours for Research Thesis / Research Project or, in lieu thereof, the candidates will need to complete 30 credit hours of course work)
Semester Duration	Minimum of 16 weeks of teaching excluding examinations
Course Duration	Minimum of 3 or 4 semesters (1.5/2 years) for full time students; and, extendable up to Maximum time limit of 3 years, as provided in this Policy; Further extendable for one year with the approval of the Academic Council
Summer Session	Only for deficiency/failure/repetition courses (further chance through approval of the Academic Council)
Course Load per Semester for Regular Full-Time Students	06-12 Credit Hours

c. **Post-graduation Level Doctoral Program:**
This program enables a student to conduct independent research on a focal problem and make scholarly contribution in respective area of his/her interest.

Total No. of Credit Hours	18 (Credit Hours of Course Work + a PhD dissertation which must be evaluated by at least two PhD experts from technologically / academically advanced foreign country in addition to local committee members)
Semester Duration	Minimum of 16 weeks of teaching excluding examinations
Course Duration	Minimum 3 years (including course work duration and Research Dissertation); and, Maximum 7 years (including course work duration). Further extendable for one year with the approval of the Academic Council on recommendation of the Board of Advanced Studies and Research
Number of Regular Semesters in an Academic Year	02
Summer Session	Only for Deficiency courses and Research
Course Load per Semester for Regular Full-Time Students	09-12 Credit Hours of advanced courses in the field and Research Methodology

d. **Other Degree/Diploma/Certificate Programs:**
Structures and scheme of studies of other degree/diploma/certificate programs shall be launched with recommendation by the Academic

Council consequent upon proposal by the respective statutory body, and approval by the Board of Governors.
(The structures and scheme of studies of the degree shall be prepared within the guidelines of the Higher Education Commission, Pakistan (given from time to time), and shall be launched with recommendation by the relevant Authorities of the University)

2. ADMISSION, REGISTRATION, AND STATUS OF A STUDENT

(1) On receipt of Admission Application Form by the Admissions Office, a student shall be enrolled provisionally in a program, with a roll number, in order to facilitate his/her immediate attendance in the class. However, it shall be mandatory for him/her to get verification / validation of his/her earlier educational documents attested by the Inter-Boards Committee of Chairmen (IBCC) / the Higher Education Commission (HEC) as applicable and, as well, meet other entry requirements in the program, in order to get regular registration by the University.

(2) "Full-Time Status" of a student shall imply the status of a student as regularly enrolled and registered student at Lahore Leads University, as provided in *para* (1) above.

(3) The student shall be required to earn required program credits with Full-Time Status at Lahore Leads University till successful completion of the program.

(4) The student shall be required to maintain the Minimum Credits requirement (in a semester) in order to keep the Full-Time Status except for the semester for which the *semester freezing* has been duly permitted, but s/he shall be required to pay semester freezing fee (for the freezing period) in order to maintain the Full-Time Status.

(5) "Transfer Status" of a student shall imply the status of a student (at some time) as enrolled student earlier at the HEC recognized University or a Degree Awarding Institute other than Lahore Leads University, and after permission through due process has been accepted by Lahore Leads University for completion of remaining part of an academic program. In such case the student shall be enrolled and registered as regular student with the Transfer Status.

3. ADMISSION TO DEGREE PROGRAMS FOR STUDENTS WITH TWO YEAR BACHELOR DEGREE (UNDER CONVENTIONAL / ANNUAL SYSTEM)

(1) Enrolment and Registration in the Four Year BS / Bachelor (Honors) Degree Program with Transfer Status:

(i) Two year Bachelor Degree (Conventional BA/B.Sc./etc) holders with minimum second division shall/may be considered for enrolment and Registration with Transfer Status in a Four Year BS/Bachelor (Honors) Degree Program under the semester system and the candidate may get benefit of maximum 50 credits hours for

the Two year Bachelor Degree, as may be determined by the Equivalence Committee.

(ii) The candidate, as referred to in Para (i) above in this clause, shall produce a transcript / detailed marks certificate for consideration by the Equivalence Committee as documentary support in order to achieve benefit that may be granted on course to course basis provided that such a course is appropriate to the scheme of studies of the program to which the candidate is seeking admission.

(iii) The remaining credit hours, out of the prescribed credit hours by the University, shall be completed by the student so enrolled **provided that at least 60% of the course work shall be completed as regular student of this University**.

(iv) The **core courses** of the Majors shall be completed by the student so enrolled, as prescribed by the University.

(v) The student so enrolled shall also be required to pass the **Bridge Courses** as may be prescribed by the University, in order to fill the gap presently exists in the two year BA/B.Sc./etc. (Conventional/ Pass Course) program and the four year BS/Bachelors (Honors) program.

(vi) Enrolment / Registration Criteria for the Associate Degree holders shall be separately considered / approved by the Academic Council, in due process.

(2) Enrolment / Registration in the Undergraduate / Two Year Masters (Conventional) Degree Program:

(i) Two year Bachelor Degree (Conventional BA,/B.Sc., etc) holders shall be considered for enrolment in a Two Year Masters (Conventional) Degree Program under the semester system subject to fulfillment of other entry requirements.

(ii) The candidate, as referred to above in Para (i) of this Clause 3(2), shall produce a transcript / detailed marks certificate for consideration of admission in order to determine the eligibility of a candidate for admission to a program.

(iii) The student so enrolled shall also be required to pass the **Deficiency Courses** (if required) as may be prescribed by the University, prior to consideration for registration as regular student.

4. ACADEMIC YEAR, FALL / SPRING AND SUMMER SEMESTERS

(1) Academic Year

The Academic Year of the University shall normally start from the Mid August (each calendar year), unless otherwise notified by the Registrar.

(2) Semesters:

There shall be two regular semesters (Fall and Spring) and one Summer Semester (if feasible), described as under:

(i) **Regular Semesters**

The duration of each regular semester (Fall / Spring) shall be 16-18 weeks (Instruction = 16 weeks; Mid Semester and End of Semester (Final) Examination = 2 weeks; Semester Result / Registration for next semester= 1 week).

(ii) **Summer Semester**

The University may offer (if found feasible) a Summer Semester with duration of 08 weeks (Instruction = 7 weeks; Mid and End of Semester (Final) Examinations = 1 week). The contact hours during the Summer Semester shall be doubled in order to fulfill the prescribed number of credit hours of a course.

5. CREDIT HOUR

(1) A *Credit Hour* shall mean teaching a theory course for 60 minutes each week throughout the regular (Fall/Spring) semester.

(2) One credit hour in laboratory / practical work shall require two contact hours per week throughout the semester.

(3) Thus:

- 3(3-0) shall denote all three credit hours of theory; 4(3-1) shall denote a total of four credit hours, of which three shall be of theory while one credit hour shall be for laboratory / practical work;
- The weekly contact hours of a 3(3-0) course shall be three, the contact hours of a 4(3-1) course shall be five.
- The contact hour(s) during each week of the Summer Session shall be doubled to ensure that the requirement of specified credit hours in a semester is fulfilled.

6. MINIMUM / MAXIMUM COURSE LOAD DURING THE REGULAR (FALL AND SPRING) SEMESTERS

(1) Undergraduate Students

(i) A regular undergraduate student shall be required to take minimum twelve (12) credit hours per regular semester, and, to a maximum eighteen (18) credit hours as prescribed for a program by the University.

(ii) Notwithstanding provision of para (i) above, the Department Chair may allow an undergraduate student an additional course

during a regular semester provided that the student has earned a CGPA of 2.5 or above.

(iii) Notwithstanding provision of para (i) above, the Department Chair may allow a graduating student an additional course in the graduating semester provided that the student has earned a CGPA of 2.0 or above.

(2) Graduate (MS / M. Phil) Students

(i) A regular graduating (MS / M. Phil) student shall be required to take minimum six (06) credit hours and a maximum twelve (12) credit hours as prescribed for a program by the University, subject to provisions of the time table.

(ii) Notwithstanding provision of Sub Clause (2)(i) above, the Department Chair may allow (subject to provisions of the time table) a graduating student an additional course during a regular semester provided that the student has earned a CGPA of 3.0 or above.

(iii) Notwithstanding provision of Sub Clause (2)(i) above, the Department Chair may allow a graduating student an additional course in the graduating semester provided that the student has earned a CGPA of 2.5 or above.

7. ACADEMIC CALENDAR

(1) The Registrar shall notify a schedule of complete academic year for its Fall and Spring Semesters, and for the Summer Semester (if any), for convenience of the students, and the faculty, incorporating the following:

- Semester/Session starting date
- Deadlines for important academic provisions
- Holidays during the semester
- Mid-Semester and End of Semester (Final) Examination days / week(s)
- Result Submission deadline
- Grade notification date

(2) The students, the faculty, and the Controller of the Examinations shall be responsible to meet the requirement and deadline so notified for each semester. The students and the faculty shall also be expected to know and abide by the policies of the University as well as those of the departments, and constituent institutes/colleges in which they are enrolled / with which they are associated.

8. GRADING SYSTEM

(1) The assigning of letter grades shall be on the basis of appropriate numerical assortment class in terms of per cent marks earned in a course attended by a student in full residency status at Lahore Leads University, as prescribed hereunder:

Undergraduate Level Courses:

Numerical Assortment (in % marks)	Letter Grade	Grade Points (GP)*	Remarks
85-100	A	4.0	Passing
80-84	A-	3.7	Passing
75-79	B+	3.3	Passing
70-74	B	3.0	Passing
65-69	B-	2.7	Passing
61-64	C+	2.3	Passing
58-60	C	2.0	Passing
55-57	C-	1.7	Passing
50-54	D	1.0	Passing
Below 50	F	0.0	Failing

*to be calculated up to the second decimal placing and rounded off to next whole digit in the first decimal placing

Graduate / Postgraduate Level Courses:

Numerical Assortment (in % marks)	Letter Grade	Grade Points (GP)*	Remarks
85-100	A	4.0	Passing
80-84	A-	3.7	Passing
75-79	B+	3.3	Passing
70-74	B	3.0	Passing
65-69	B-	2.7	Passing
61-64	C+	2.3	Passing
58-60	C	2.0	Passing
55-57	C-	1.7	Passing
50-54	D	1.0	Requires improvement in Grade (Mandatory)
Below 50	F	0.0	Failing

*to be calculated up to the second decimal placing and rounded off to next whole digit in the first decimal placing

Description of other Letters (Non Grading)			
Description	**Letter Grade**	**GP**	**Residency Status**
Course Withdrawal by the student	W	0.0*	**FR** = Full Residency Status
Incomplete Course (Award to be substituted later)	I	0.0*	**FR** = Full Residency Status
Officially Withdrawn Course	OW	0.0*	**FR** = Full Residency Status
Administrative Action for Withdrawal	AW	0.0*	**FR** = Full Residency Status
Course Audit or Listener Status	AU	0.0*	**FR** = Full Residency Status
Transferred Credit (as approved by the Equivalence Committee)	T	0.0*	**NR** = Non Residency Status

*Not to be included in calculation of GPA/CGPA

(2) For students repeating a course / improving CGPA, the following provisions shall be followed:

(i) If a student gets **'F'** grade, s/he will be required to repeat the course or its recommended alternate, if any. However, "F" grade obtained earlier will also be recorded on the transcript.

(ii) Undergraduate students may be allowed to repeat a course in which s/he has obtained grade below "C" or below. In such a case both the previous and new grade obtained will be recorded on the transcript, however, only the better grade shall be used in the calculation of CGPA. The Institution may define maximum number (<6) of courses that student may be allowed to repeat in an eight semester degree program.

(iii) A graduate student (MS/MPhil) with a 'C' or below grade can repeat the course if s/he desires to improve the grade. Each Institution may define the maximum number of courses (<3) that a student may repeat at the Graduate level. In such a case, both the course and the grade obtained will be recorded on the transcript, however, only the better grade shall be calculated in the CGPA.

(iv) In case of CGPA improvement, it would be recorded with **(Imp)** on the transcript.

9. ASSESSMENT IN A COURSE

(1) Assessment shall be based on the performance of students in the Mid-semester (Mid-term) Examination, the Final Examination, quizzes / test(s), practical/lab/field work (if any), and any other prescribed assignments. The weight-age (in per cent marks) of these assessment exercises may be prescribed by concerned Board of Studies. **The Instructor MUST provide this information to the students, as part of the Course Outline, at the beginning of the semester.**

(2) In case a student misses a class / lab session, or s/he joins a course late after it has started, s/he shall be responsible for any missed quizzes, in-class short assignments / exercises, lectures / lab work, etc., for which the assigned marks shall be zero. However, make-up projects and other home assignments may be arranged by the instructor in consultation with the Department Chair (if so requested).

(3) There shall not be any Supplementary / Special / Make-up Examination for the missed Mid-Semester (Mid-Term) or the missed End of Semester (Final) Examination except for a Medical Emergency or circumstances beyond control of a student (valid documentary evidence is required to the satisfaction of the Chair), for which the leave has been duly approved. **An application to this effect MUST reach the Department Chair within five days of the examination date.**

10. DETERMINATION OF A LETTER GRADE

(1) The letter grade in a course shall be determined by the instructor on the basis of percent marks earned cumulatively in all examinations and assessment exercises (as required for the course), in accordance with the Grading System as prescribed in Clause 8 above.

(2) The instructor shall submit the soft and hard copy of the course award list to the Controller of Examination and Chair of the Department.

(3) Grades shall not be changed after they are submitted to the Controller of Examinations.

(4) In a course where the practical work credit(s) is incorporated, the student shall be required to pass the practical assessment separately from other assessment in theory (quizzes, assignments, etc.).

11. EARNED CREDITS

The term "Earned Credits" shall imply the successfully Earned Credit Hours of a duly completed course including the examination(s) and other assessment exercises, as prescribed for the course.

12. "GPA" AND "CGPA"

The terms "GPA" and "CGPA" shall imply "Grade Point Average" and "Cumulative Grade Point Average" respectively, and shall be calculated in accordance with the following relationship(s):

a) **GPA** = $\frac{\text{Sum over Courses in Semester (Earned Course Credits X Earned Grade Points)}}{\text{Sum of Total Credit hours in All Courses during a Semester}}$

b) **CGPA** = $\frac{\text{Sum over all taken Courses in All Semesters(Earned Course Credits X Earned Grade Points)}}{\text{Sum of Total Credit hours in All Courses in all Semesters}}$

provided that the credits are earned with Full Residency Status at the Lahore Leads University.

13. INCOMPLETE COURSE

(1) An instructor may designate a course award as **'I'** (incomplete) provisionally if a student fails to complete an assignment in the course.

(2) The requirement of an Incomplete Course, as prescribed by the Instructor shall be fulfilled by the student within **ten days** of the announcement of the semester result, and, thereafter, with due assessment/finalization of the Grade, and submission of the result to the Controller of Examinations by the instructor within **five days** of the receipt of the assignment; the **assigned Grade shall replace 'I'** in the result / transcript.

(3) In case a student fails to meet the requirement as prescribed under Para **a** and Para **b** above, within the prescribed time limit, a Letter Grade appropriate to the per cent marks obtained otherwise shall be assigned automatically.

14. WITHDRAWAL / CHANGE (ADD/DROP) OF COURSE(S)

(1) A student, with the approval of the concerned Department Chair, shall be allowed to:

(i) Change (Add / Drop) a course within ten (10) days of the commencement of semester, without any such recording on the transcript (with immediate information to the Registrar and the Controller of Examinations).

(ii) Withdraw a Majors course within ten (10) days of the commencement of a semester without any such recording on the transcript (with immediate information to the Registrar and the Controller of Examinations.

(2) Withdrawal (with recording on the transcript) from a Majors course shall be allowed by the Department Chair latest up to one week before the End of the Semester (Final) Examination (that is, by the end of 13th instruction week) with immediate information to the Registrar and the Controller of Examinations. Withdrawn course shall appear on the transcript with the letter grade **W**, and shall not be treated as failing (**F**) grade.

(3) Add / Drop of course(s), offered by other Department/Institute /College, with the consent of the concerned Department(s) Chair(s), shall be allowed by the Dean subject to other provisions to this effect, with immediate information to the Registrar and the Controller of Examinations.

(4) Withdrawal/Change of undergraduate compulsory course(s) shall be allowed by the Department Chair subject to other provisions to this effect, with immediate information to the Registrar and the Controller of Examinations.

(5) Before the Department Chair allows any withdrawal/change of course, the minimum and maximum course load requirements for a semester shall be ensured.

15. REQUIRED CGPA FOR GRADUATION AND ACADEMIC STANDING IN A PROGRAM

(1) Undergraduate Programs

a. An undergraduate student shall be required to pass each course with a minimum **D** grade, in order to qualify for the award of degree subject to fulfillment of other requirements.

b. For graduation (all undergraduate programs), the minimum qualifying CGPA shall be 2.0.

c. At the end of each semester, a student shall earn / maintain a CGPA of 2.0 in order to be allowed to proceed further in the program with satisfactory academic standing.

d. In case a student fails to earn a minimum CGPA of 2.0, and gets a CGPA of 1.5 or more but less than 2.0, s/he shall be allowed once **on Academic Probation** to proceed further in the program subject to approval of concerned Department Chair.

e. In case a student fails to earn a minimum CGPA of 2.0 by the end of the semester during which s/he has been placed on Academic Probation, s/he shall be put on **Academic Warning** and will be required to repeat the courses with grades **F** and **D** provided that maximum workload does not exceed 15 credit hours.

f. In case a student fails again to earn a minimum CGPA of 2.0 by the end of the semester during which s/he has been placed on Academic Warning, s/he shall be **Dropped** automatically (without any notice) from the program and the rolls of the University and s/he may be re-admitted by the University in the same program once only. However, s/he may also be considered for admission in some other program offered by the University subject to fulfillment of entry requirement of that program. Any request for the transfer of credits earned during the earlier program, but appropriate to new program in which s/he is seeking admission, may be considered by the Equivalence Committee subject to other provisions for such transfer(s) as prescribed under the regulation(s).

(2) Graduate (MS/M Phil) students

a. A graduate student shall be required to pass each course with required passing grade, in order to qualify for the award of degree, subject to fulfillment of other requirements.

b. For graduation (all graduate programs), the minimum qualifying CGPA shall be 2.5.

c. At the end of each Semester a student shall earn / maintain a minimum CGPA of 2.5 in order to be allowed to proceed further in the program with satisfactory academic standing.

d. In case a student fails to earn a minimum CGPA of 2.5 at the end of a semester, and gets a CGPA of 2.2 or more but less than 2.5, s/he shall be allowed once **on Academic Probation** to proceed further in the program subject to approval of the Department Chair.

e. In case a student fails to earn a minimum CGPA of 2.5 by the end of the semester during which s/he has been placed on Academic Probation, s/he shall be put on **Academic Warning** and will not be allowed to proceed further in the program. S/he may be required to repeat the courses with grades **below C** with a maximum workload permissible for the program.

f. In case a student fails again to earn a minimum CGPA of 2.5 by the end of the semester during which s/he has been placed on Academic Warning, s/he shall be **Dropped** automatically (without any notice) from the program and the rolls of the University and s/he may be re-admitted by the University in the same program (for one time only). However, s/he may also be considered for admission in some other program offered by the University subject to fulfillment of entry requirement of that program. Any request for the transfer of credits earned during the earlier program, but appropriate to new program in which s/he is seeking admission, may be considered by the Equivalence Committee subject to other provisions for such transfer(s) as prescribed under the regulation(s).

16. REPEATING COURSES

Subject to provisions of Clause 15 above, the students at different levels shall be allowed to repeat a course as provided hereunder:

(1) Undergraduate / Baccalaureate Students

(i) In case a student fails or gets an **F** grade in a course, s/he shall be required to repeat that course, whenever offered, on approval by the concerned Department Chair. The Department Chair shall allow the same keeping in view the maximum course load permissible in a semester, with immediate information to the Registrar and the Controller of Examinations.

(ii) The Department Chair, shall, as well, allow a student to repeat a course in which s/he has obtained a **C-** or **D** grade keeping in view the maximum course load permissible in a semester, with immediate information to the Registrar and the Controller of Examinations.

(iii) A Baccalaureate student shall be allowed to repeat a maximum of six courses subject to provisions of Sub Paras (i) and Sub Para(ii) above in this Clause18 Para(1).

(iv) In case a student repeats the course which has already been taken, the previous grade in the course shall be substituted with the new grade and the CGPA shall be adjusted accordingly with the new grade in the course.

(2) Undergraduate / Masters (Conventional) Students

(i) In case a student fails or gets an **F** grade, s/he shall be required to repeat the course, whenever offered, on approval by the concerned Department Chair. The Department Chair shall allow the same keeping in view the maximum course load permissible in a semester, with immediate information to the Registrar and the Controller of Examinations.

(ii) The Department Chair may allow a student to repeat a course in which s/he has obtained a **C-** or **D** grade keeping in view the maximum course load permissible in a semester.

(iii) A Masters (Conventional) student shall be allowed to repeat a maximum of three courses subject to provisions of Clause18 Para(2).

(iv) In case a student repeats the course which has already been taken, the previous grade in the course shall be substituted with the new grade and the CGPA shall be adjusted accordingly with the new grade in the course.

(3) Graduate (MS/M Phil) Students

Subject to other provisions of this Policy, the students at different levels in the program shall be allowed to repeat a course as provided hereunder:

(i) In case a graduate student fails in a course, s/he shall be required to repeat that course, whenever offered, on approval by the concerned Department Chair, who shall keep in view the maximum course load permissible in a semester.

(ii) A graduate student shall be allowed to repeat a maximum of three courses subject to provisions of Sub Para(i) above.

(4) Status of the Repeated Courses:

In case a student repeats a course, the provisions of Clause 8 Sub Clause (2) above, in this policy, shall be followed.

17. TRANSFER OF CREDITS FOR UNDERGRADUATE, GRADUATE, and POSTGRADUATE PROGRAMS

A. At least sixty (60) per cent of the total credits (required for award of an Undergraduate or Graduate degree) shall be earned with Full Residency Status at Lahore Leads University, provided that other requirements for the award of degree are fulfilled.

B. Request for transfer of credit(s) in a course shall **not** be entertained if the grade is less than **C** for an undergraduate program, and if the grade is less than **B** for a graduate program. However, the transferred credits

shall only meet the credit hours (of course work) requirement and shall not be included in calculation of the CGPA earned in full residency status at The Lahore Leads University.

C. If there is a course with different title but the curriculum common to a course at Leads University the credit hours may be transferred at the recommendation of the Equivalence Committee of the Lahore Leads University.

D. Subject to provisions of Para A, Para B and Para C above of this Clause 17, the Equivalence Committee shall consider and decide about the transfer of Credits as prescribed.

E. The transferred / exempted credits, as referred to above, shall only be considered for fulfillment of the program's credit hours requirement and in no way shall be included in calculation of the CGPA.

18. REQUIREMENTS FOR THE AWARD OF DEGREES / OFFICIAL TRANSCRIPTS

(1) **For All Students**

A student shall only get entitlement for the award of a degree / official transcript unless s/he gets regular registration in this University and fulfills other requirements.

(2) **For Undergraduate Students**

A student must have a regular admission/registration in an Undergraduate Program offered by this University, and shall be required to successfully complete the total credits required to achieve entitlement for the degree. Of them, at least a minimum of sixty (60) per cent credits shall be earned with Full Residency Status at Lahore Leads University.

(3) **For Graduate Students**

a. A student must have a regular admission/registration in a Graduate Program offered by this University, and shall be required to successfully complete the total credits required to achieve entitlement for the degree. Of them, at least a minimum of sixty (60) per cent credits shall be earned with Full Residency Status at Lahore Leads University in the course work.

b. Graduate (M Phil) students shall be required to earn six (06) credits of Research Thesis/project resulting in submission of a thesis / dissertation, followed by its approval by a duly appointed External Examiner, and, subsequently, its successful defense / *viva voce* before a Board of Examiners comprising of the Department Chair

(Convener), the External Examiner, and the Supervisor of the research; **OR ,** in lieu thereof, the graduate (MS) students may opt for six (06) credits of course work.

19. ATTENDANCE / PARTICIPATION IN A COURSE

Full attendance and participation in a course is normally desired in the semester system. However, keeping in view various unforeseen circumstances, the following principles shall be followed:

a. It is mandatory for a student to maintain minimum 75% (or above) attendance in a course in order to qualify for taking a semester examination. However, this is a minimum requirement to take the semester examination(s). If there is a written norm established by a department or given in the syllabus of a particular course, that policy takes precedence over this minimum requirement [for example, if a course syllabus states that 80% is required to take the examination], and that shall become the minimum for that course.

b. Students with attendance below the minimum requirement in one course but at or above that percentage in other courses shall be entitled to take his or her semester examination(s) in other courses (but not the one in which there is an attendance shortage).

c. Students shall be responsible for adhering to the attendance requirements as notified from time to time or outlined in the approved syllabus for each course. The student shall (as well) be responsible for the consequences of all class work, assessment exercises, and assignments missed due to absence (excused or unexcused) from the class.

d. On absence of four contact hours in a course work the undergraduate student will be issued warning by the instructor. On absence of six contact hours in a course work the graduate student will be issued warning by the instructor.

e. Cases with 20% absence will be forwarded to the Chairperson for issuance of warning.

f. Student will be dropped from the course on >30% absence in a semester.

g. Students participating in extra-curricular activities with the permission of the Department Chair on recommendation of the officer in charge of the relevant activity may be allowed late submission of assignments, etc.

h. In case a student fails to attend the classes below the minimum requirement in three or more courses during a semester, s/he shall be suspended from that semester and shall be required to repeat all courses in the subsequent semester(s), whenever offered, with payment

of additional full fee for the courses thus repeated. Such student shall also be placed on Academic Warning onwards that may be removed on satisfactory performance till conclusion of the semester to follow; otherwise s/he shall be dropped from the rolls of the University.

i. In case a student is dropped from a course or University due to shortage of attendance, s/he shall be assigned a letter grade **AW** (Not with Failing Status) in the course(s) where the shortfall occurs and shall as well lose his/her right to any scholarship or tuition fee concession during that semester and / or the semesters to follow.

j. In case the attendance shortage occurs due to extra-ordinary circumstances beyond control of a student (like a medical emergency), the student may request for condoning the shortfall, to be supported by valid documentary evidence, to the Department Chair. The Department Chair may allow a relaxation of attendance up to 5% in a course to a student.

k. In case the attendance shortage occurs due to extra-ordinary circumstances beyond control of a student (like a medical emergency), the student may request for condoning the shortfall, to be supported by valid documentary evidence, to the Vice Chancellor. The Vice Chancellor may allow a further 5% relaxation in a case recommended by the Department Chair.

20. LEAVE AND FINE FOR ABSENCE

(1) LEAVE (even on medical grounds) shall not be counted toward ATTENDANCE IN CLASS. Even approved leave shall be considered / counted as an ABSENCE FROM CLASS. Students shall be still responsible for maintaining minimum attendance requirement in each course during a semester.

(2) Due to the fact that leave shall not change the actual attendance percentage, however it shall be requested and approved in order to avoid imposition of fine and / or to prevent the student from being suspended / dropped from the course / University rolls instantly.

(3) A written application for leave shall be turned in to the office of the Department Chair. After approval by the Instructor (in case it is for three consecutive days) and with recommendation / otherwise remarks by the Instructor (in case it is for more than three days), shall be sent to the Department Chair for approval / further action. The Student Leave Form is available in the Office of Department Chair. Supportive documentation of the reason for absence shall be required.

(4) Leave shall be requested in advance except for valid medical reasons or exceptional circumstances beyond control of an individual. However it

shall be subject to approval by the Department Chair (if the leave period exceeds three days).

(5) Leave shall not be approved for the period covering the Mid-Semester (Mid Term) Examination or the End of Semester (Final) Examination. For a Medical Emergency (valid documentary evidence is required), the leave shall be approved by the Vice Chancellor.

(6) Any concession / compensation (for example, repeating of exam / test / quiz, class / lab / field work, etc.) of leave shall **not** be considered and/or given in the instructional or assessment exercises of the course work in any manner and/or on any ground whatsoever, except for valid medical emergency or urgent official engagement (authentic documentary evidence required) unless it is approved by the Department Chair.

(7) Fine for Absence from a Class / Lab Session without Approved Leave:-

a. **Undergraduate students**
   A fine for absence without duly Approved Leave shall be payable by the concerned student @ Rs. 100/- per Class Session.

b. **Graduate and Postgraduate Students**
   A fine for absence without duly approved leave shall be payable by the concerned student @ Rs. 200/- per Class Session.

c. **Re-admission Fee due to suspension / drop on account of Absence without Duly Approved Leave after registration in a semester**
   A student dropped from the rolls of the University on account of absence without duly approved leave after registration in a semester (in any program) shall be required to pay Rs. 10,000/- as Re-admission Fee together with due fine for the absence period.

d. **Responsibility for Maintenance of Attendance Records and sending Absentee(s) Information to the Registrar and the Treasurer Office**
   The Department Chair shall be responsible for maintenance of Attendance Records and shall send weekly Absentee(s) List to the Registrar and the Treasurer Office every first working day of the month to follow.

21. EXTENSION IN TIME LIMIT FOR COMPLETION OF DEGREE REQUIREMENTS:

(1) Four Year Undergraduate / Baccalaureate Programs

A maximum extension by four semesters shall be granted subject to prior approval by:

a. The Department Chair for up to the First Additional Semester;

b. The Dean of the Faculty for up to the Second Additional Semester (on recommendation by the Department Chair);

c. The Board of Faculty for up to the Third and Fourth Additional Semester (on recommendation by the Department Chair).

(2) Two Year Undergraduate Programs

A maximum extension of two semesters shall be granted subject to prior approval by:

a. The Department Chair for up to the First Additional Semester;

b. The Dean of the Faculty for up to the Second Additional Semester (on recommendation by the Department Chair).

(3) MBA (Professional) Program:

A maximum extension of four semesters shall be granted subject to prior approval by:

a. The Department Chair for up to the First Additional Semester;

b. The Dean of the Faculty for up to the Second Additional Semester (on recommendation by the Department Chair);

c. The Board of Faculty for up to the Third and Fourth additional semester (on recommendation by the Department Chair).

(4) Two Year Graduate Programs

A maximum extension of two semesters shall be granted subject to prior approval by:

a. The Department Chair for up to the First Additional Semester;

b. The Dean of the Faculty for up to the Second Additional Semester (on recommendation by the Department Chair);

c. The Board of Faculty up to the 3rd & 4th semester (on recommendation by the Department Chair).

(5) Diploma / Certificate Programs:

A maximum extension of one additional semester shall be granted by the Department Chair.

(6) Decision on Extension in case of Non-availability of of Dean of the Faculty:

In case of non-availability of a Dean of the Faculty, the Vice Chancellor may grant extension for up to the Second Additional Semester (on recommendation by the Department Chair);

(7) Extra ordinary Extensions BEYOND Maximum Time Limit:

Under extra ordinary circumstances beyond the control of a student, the case for extension beyond the maximum permissible time limit will be considered by the Academic Council on recommendation by the Department Chair and concerned Dean of the Faculty.

(8) All Extensions to be Notified by the Registrar Office:

All extensions granted by various officers, as given above in this clause shall be notified by the Registrar Office.

22. STUDENT'S GRADE GRIEVANCE SETTLEMENT

(1) Student Grievance on grades shall be settled by the Student Grievance Settlement Committee.

(2) The "Student Grievance Settlement Committee", as referred to in Para (1) above in this clause, shall comprise of the following senior faculty members (to be appointed by the Vice Chancellor):

a. A Dean of the Faculty (Member/in Chair)
b. Two Professors, to be appointed by the Vice Chancellor (Members)
c. The Departmental Chair (concerned) (Member)

provided that in case the petition happens to be against the award given by one of the members of the committee, that member (being defendant) shall not be included in making a decision on that petition.

(3) The student shall be required to approach the Vice Chancellor for a grievance on grade by a course instructor and file a written petition within three (03) days of the declaration of the result / grade by the Controller of Examinations.

(4) The Vice Chancellor shall refer the matter to the Convener of the Grievance Committee.

(5) The Student Grievance Settlement Committee shall give hearing to both sides (complainant student and the instructor) and shall give final decision on the matter within five (05) days. The decision of the Committee shall be final and conclusive.

23. ADDITIONAL COURSES FOR UNDERGRADUATES (Baccalaureate Program only)

A Baccalaureate student (with minimum CGPA of 3.0), may be allowed to take additional elective courses during a Summer Semester up to a maximum of nine (09) credits with prior permission by the Department Chair. The grade(s) earned toward these additional courses shall not be considered in calculating the GPA or CGPA and shall be reflected at the bottom of a transcript in a separate box. The course fee shall be as prescribed for course repetition.

24. COURSE AUDIT

A Baccalaureate and graduate student may audit a course to gain knowledge and pursue self-interest with the payment of fee as prescribed for course repetition. No academic credit shall be offered for auditing a course nor shall be a grade given. However, the student shall attend classes, participate in all class activities, and complete all assignments. The student shall be exempt from taking quizzes, tests and exams. **The instructor's approval shall be mandatory to audit a course.** Such permission shall be given (subject to approval by the Department Chair) only if there is room in the course for an auditing student.

25. FREEZING OF SEMESTER

(1) Freezing of only regular semester shall be allowed for one time by the Registrar on recommendation by the Department Chair, if so requested by a student prior to beginning of a semester.

(2) Any request (supported by valid documents) for freezing additional semester(s) shall be made to the Vice Chancellor through the Registrar. The Vice Chancellor's decision on the matter shall be conclusive.

(3) The student freezing a semester shall resume at the same program level in immediate next semester.

(4) The student freezing a semester on any ground shall be required to pay the semester freezing fee for the freezing semester in order to maintain the Full Residency Status at Lahore Leads University and as well for any other additional semester(s) as may be required later to complete/earn the prescribed program credits.

(5) No freezing of first semester or during the semester shall be allowed except on valid medical grounds or for circumstances beyond control of a student (authentic documentary evidence is required to the satisfaction of the Registrar).

(6) During the period of semester freezing all rights or privileges as a student of the concerned person shall remain suspended (including right to secure an academic document as otherwise permissible).

(7) It shall be mandatory for the student (freezing a semester) to rejoin the next regular semester latest by the ending date to Add a course, failing which his/her enrolment shall automatically be terminated.

26. CANCELLATION OF ADMISSION

If a student fails to attend any in-class exercise / activity during the first four weeks after the official commencement of the semester, his / her admission shall

stand cancelled automatically without any notification, on a reported absence by the course instructor.

27. FEE REFUND (IN LINE WITH HEC NATIONAL LEVEL FEE-REFUND POLICY)

A student who fails to join the program to which s/he has been admitted shall be given tuition fee refund (of the paid amount), on written request from the student to the Registrar duly supported with the official fee receipt - as per HEC's National Level Fee-Refund policy circulated vide their letter no. 10-1/HEC/A&C/2012/94 dated September 11, 2012, in accordance with the schedule given below:

%age of Tuition Fee	Timeline from semester commencement
Full (100%) Fee Refund	Up to 7th day of convene of classes
Half (50%) Fee Refund	From 8th - 15th day of convene of classes
No (0%) Fee Refund	From 16th day of convene of classes

28. PAPER VIEWING AND SUBMISSION OF RESULT

Proper Paper Viewing by the students in the class room shall be made by the instructor before final submission of the result to the Controller of Examinations through the Department Chair. This shall help in avoiding student's grievances, biasness and calculation errors etc in the papers.

29. CLASSROOM MISCONDUCT, PLAGIARISM, AND DISHONESTY

(1) All students are expected to arrive at classes on time and conduct themselves in an appropriate disciplinary manner during class, laboratory sessions, field experiences, and examination / assessment exercises. Faculty members shall set standards regarding appropriate classroom behaviour and have the authority to remove from their class any student whose behaviour is deemed inappropriate or disruptive. The instances of serious breach of discipline shall be reported (in writing) to the Department Chair who shall send the matter (together with his comments on a separate sheet of paper), through the Dean of the Faculty, to the Vice Chancellor. The Vice Chancellor shall instantly refer the matter to the Student Discipline Committee for necessary action.

(2) Lahore Leads University expects its students to meet the highest ethical and academic standards. Academic standards prohibit:

a. Concealing notes during examinations / tests / quizzes for cheating purpose.

b. Collusion between students in examinations / tests / quizzes.

c. Copying the work of another student either with or without that student's knowledge during an examination /test/quiz or during/outside of class for the purpose of an assigned task.

d. Plagiarism: The definition for plagiarism includes copying of any kind without giving credit to the source of the information, i.e. representing another's work or ideas as one's own. For example, word-for-word copying from published material, "copy and paste" from the internet or other electronic sources, and paraphrasing new ideas without giving proper citation to the quoted or paraphrased work. In addition, self plagiarism is prohibited (a student using his/her previously written paper to meet the requirements for another course).

e. Unauthorized cooperation on individually assigned work.

f. Other acts of academic dishonesty, for example, electronic device for cheating purpose during an examination / test /quiz / practical examination / etc. and students will not bring mobile phone in the examination halls.

(3) Students responsible for indulging in practices stated above or any other act of indiscipline on campus shall be severely punished in accordance with the policies and procedures laid out for the purpose.

(4) The Student Discipline Committee shall proceed on these matters and necessary action(s) shall be undertaken in due course.

CHAPTER I
SPECIFIC PROVISIONS FOR MS/M PHIL/EQUIVALENT PROGRAMS

30. DURATION OF THE PROGRAM

Prescribed duration of the MS/M.Phil./equivalent program shall be Two Years/Four semesters and Maximum period for completion of the program shall be three years.

31. ASSESSMENT AND EXAMINATION OF THE COURSE WORK

(1) The teacher concerned shall be responsible for the assessment of students' performance in the course work and for the award of grades on the basis of assessment.

(2) The weightage of the sessional work and the semester examinations shall be determined by the Academic Council.

(3) The teacher shall show the marked script of the papers to the students in the classroom and will take those back immediately.

(4) The Teacher shall submit (through the Chair of the Department) the final Grade Award List to the Controller of Examinations within one week of the conduct of the examination.

32. STUDENT WORKLOAD

(1) A student shall be expected to undertake course work of nine to twelve credit hours in each semester. A student of Week-End program shall take six to nine credit hours in each semester.

(2) A student may be allowed to take an additional course of three credit hours provided he/she has a minimum CGPA = 2.5 in the previous courses.

33. SEMESTERS IN A YEAR

1. There shall be two regular semesters (Fall Semester and Spring Semester.
2. A student may repeat a course during regular semesters subject to course offering.
3. The Summer Semester / Session can only be availed for completion of the research work only.

34. GRADE POINTS (GPA/CGPA) FOR PROMOTION AND AWARD OF DEGREE

(1) A student shall maintain a minimum CGPA of 2.5 to move to the next level in the program in the following semester.

(2) In case a student has earned a CGPA of 2.2 or more but less than 2.5 in the 1st Semester, he/she shall be allowed to move to the next level in the program in the following semester to the 2nd semester on probation. A candidate who fails to earn a CGPA of less than 2.2 shall stand automatically dropped from the rolls of the University. Such a candidate shall, however, be eligible for one time re-admission on recommendation by the Chairperson of the Department.

(3) At the end of 2nd Semester a student who has earned a CGPA of 2.2 or more but less than 2.5 may be promoted on probation to the 3rd semester by the Dean of the Faculty on recommendation by the Chairperson of the Department.

(4) On earning 24 credit hours in the course work, a student shall obtain a minimum CGPA of 2.5.

(5) In case a student earns a GPA of 2.3 or more but less than 2.5, a student may be allowed to repeat courses with the lowest grades in order to improve CGPA to a minimum of 2.5.

(6) In case a student earns a CGPA of 2.8 or more but less than 3.0, a student may be allowed to repeat courses with the lowest grades in order to improve

CGPA to a minimum of 3.0 (if the student intends to pursue further for the doctoral program).

(7) The number of courses in case of 5 and 6 above shall be decided by the Chairperson in consultation with the candidate.

(8) Minimum CGPA for the award of Degree shall be 2.5.

35. CLASS ATTENDANCE

Attendance of minimum 75% of the lectures/other academic exercises in a course shall be mandatory to sit in a semester examination.

36. EXTENSION IN THE TIME LIMIT FOR THE COMPLETION OF DEGREE REQUIREMENTS

As provided under clause 21 of this Policy.

37. REQUIREMENTS FOR AWARD OF DEGREE / OFFICIAL TRANSCRIPT

Subject to meeting other requirements as mentioned in this Academic Framework, a graduate student shall be considered for the award of degree / official transcript on:

Successful completion of 30 credit hours of course work with minimum CGPA = 2.5; **or,**

Successful completion of 24 credit hours of course work with minimum CGPA= 2.5 and thesis of six credit hours with successful Viva-Voce / Open Defense.

38. THESIS / RESEARCH PROJECT ALLOCATION AND PROCESS

(1) On successful completion of twenty-four credit hours of course work with a minimum CGPA of 2.5, a student shall be allowed to opt for thesis / research project for completion of the degree requirements. No student on probation shall be allowed to take thesis / research project.

(2) Students opting for course work track shall take remaining six credit hours of course work for the completion of requirements for award of the degree.

(3) The Research Supervisor(s) shall be allocated, to the selected research student(s) by the Department Chair in conference with the Departmental Board of Studies, to be endorsed (subsequently) by the Board of Advanced Studies & Research (in due process), and notified by the Registrar.

(4) Topic of a thesis / research project and research proposal shall be approved by the Board of Advanced Studies and Research on recommendation by the Board of Studies of the Department.

(5) On completion, the candidate shall submit thesis / research project (together with recommendation by the Supervisor) to the Chairperson of the Department.

(6) Plagiarism check of the thesis / research project shall be ensured by the Supervisor and Similarity Index Report must be attached with the thesis / research project (together with recommendation by the Supervisor) to the Chairperson of the Department, who shall forward it to the Controller of Examinations for further processing.

(7) The Controller of Examinations shall verify the credentials and fulfillment status of other degree requirements (in consultation with the Registrar Office, where necessary.

(8) The Controller of Examinations shall forward the panel of examiners recommended by the Chairperson of the Department (out of a standing list of external examiners duly approved by the Board of Advanced Studies & Research) to the Registrar.

(9) The Registrar shall forward the panel of examiners to the Vice Chancellor, who shall appoint an External Examiner. The Registrar shall notify the appointment and inform the Controller of Examinations accordingly.

(10) Then, the Controller of Examinations shall send the thesis / research project to the external examiner for evaluation.

(11) On receiving recommendation by the External Examiner, the Controller of Examinations shall make arrangements for the conduct of candidate's defense of the thesis / research project and the *viva voce* by the Board of Examiners (as provided under clause 39 below.

(12) On successful defense / *viva voce* and confirming fulfillment of other requirement by the candidate(s) for the award of degree, the Controller of Examinations shall issue necessary notification of the candidate(s) result and transcript.

(13) Subsequently, on receipt of required data by the Registrar Office and the Controller of Examinations, the Convocation Office shall process the case(s) for award of degree.

39. BOARD OF EXAMINERS

The Board of Examiners for the conduct of viva-voce and finalization of award on the MS/M.Phil./equivalent program thesis / research project, shall comprise of:

(1) Chairperson of the Department
(2) External Examiner
(3) Supervisor of the thesis

(Nominees of the Registrar and the Controller of Examinations shall be present to provide secretarial support to the Board of Examiners)

CHAPTER IV
MISCELLANEOUS

40. THE CONVOCATION AWARDS

A. Academic Awards: The Academic Awards are instituted as under:

(1) Founders Medal: Awarded to candidates with CGPA 4.00 provided that the candidates have passed all courses, thesis/project, practical, etc. in the first attempt, without repeating a course for improvement of CGPA, within prescribed time of degree. As well, no disciplinary action has been taken against the candidate by the University.

(2) Roll of Honour and Medal: Awarded to candidates with CGPA 3.94 & above but less than 4.00 provided that the candidates have passed all courses, thesis/project, practical, etc. in the first attempt, without repeating a course for improvement of CGPA, within prescribed time of degree. As well, no disciplinary action has been taken against the candidate by the University.

(3) Certificate of Distinguished Performance: Awarded to candidates with CGPA 3.89 & above but less than 3.94 provided that the candidates have passed all courses, thesis/project, practical, etc. in the first attempt, without repeating a course for improvement of CGPA, within prescribed time of degree. As well, no disciplinary action has been taken against the candidate by the University.

(4) Certificate of Meritorious Achievement: Awarded to candidates with CGPA 3.75 & above but less than 3.89 provided that the candidates have passed all courses, thesis/project, practical, etc. in the first attempt, without repeating a course for improvement of CGPA, within prescribed time of degree. As well, no disciplinary action has been taken against the candidate by the University.

(5) Any other award that may be instituted by the University's Management Committee.

B. Sports and Co-Curricular Awards: The Management Committee of the University may institute these awards on the pattern of the Academic Awards.

41. MAJORS, DOUBLE MAJORS, MINORS IN THE UNDERGRADUATE BACCALAUREATE PROGRAM(S):

Proposal(s) to this effect shall be approved by the Academic Council.

42. ISSUANCE OF ORIGINAL DEGREE / URGENT DEGREE / DUPLICATE DEGREE / REVISED DEGREE

(1) **Original Degree:** Original Degree shall be issued to a qualified student on the eve of the Convocation as per criteria;

(2) **Urgent Degree:** Urgent Degree may be issued upon request by a qualified student as per criteria;

(3) **Duplicate Degree:** Duplicate Degree may be issued to a qualified student upon request of a candidate on submission of relevant documentary proof (with completion of all requirements as laid down in the Standard Operating Procedure for the purpose) in case of loss of the Original Degree by the candidate. **The Duplicate Degree will be signed by the Controller of Examinations only**;

(4) **Revised Degree:** Revised Degree shall be issued upon request of a candidate (on submission of the Original Degree) in case of damaged Original Degree, or, as the case may be, in case of change of name / father's name on submission of relevant documentary proof, as per procedure.

43. COURSE OUTLINE

In the beginning of a semester, the Instructor of a course shall be required to hand out the Course Outline to the participating students that defines attendance policy, grade distribution policy, assessment criteria, paper specification, examination dates, schedule of material to be taught, take home assignment policy, conduct of quiz(zes) / periodic test(s), required and recommended reading materials, and, any other information important for the successful completion of the course and its requirements.

44. THE BOARD OF STUDIES

(1) There shall be a Board of Studies for each Academic Department which shall consist of –
- (i) Chairperson of the Department,
- (ii) Professors and Associate Professors in the department,
- (iii) One to two Assistant Professor(s) in the department (to be nominated by the Dean),
- (iv) Two to three Lecturers in the department (to be nominated by the Chair),
- (v) One to two external experts in the subject (to be nominated by the Vice Chancellor),
- (vi) Director, Quality Assurance Department or nominee,
- (vii) Nominee of the Registrar not below the rank of Deputy Registrar;

(2) The quorum for a meeting of a Board of Studies shall be one-half of the total number of members;
(3) Co-ordinate the teaching and research work in the courses assigned to the department;
(4) Recommend title and name of supervisor for a research thesis / research project;
(5) Recommend the scheme of studies in a course;

(6) Consider any other matter that relates to academic operations or imprpvement in the department.

45. STANDARD OPERATING PROCEDURES
As approved by the Academic Council for smooth implementation of appropriate provisions of this Policy.

46. STUDENT SCHOLARSHIP(S) / FEE CONCESSION(S) / FEE WAIVER(S)
As approved by the Management Committee.

47. ACADEMIC COMMITTEES
As approved by the Academic Council for smooth implementation of appropriate provisions of this Policy.

48. ACADEMIC DIRECTORATES
As, may be, approved by the Academic Council for smooth implementation of appropriate provisions of this Policy.

49. REMOVAL OF DIFFICULTIES.– If any difficulty arises in giving effect to any of the provisions of this Academic Framework, the Vice Chancellor (in with the Management Committee of the University) may, give such directions, as he may consider necessary for the removal of such difficulty.

THE LLU REGULATION No. 1 of 2018 is passed and promulgated by the Board of Governors of Lahore Leads University under provision of the Section 28 of The Lahore Leads University Act of 2011 on this ninth day of the month of August 2018.

Registrar
Lahore Leads University, Lahore

Vice Chancellor /
Secretary Board of Governors,
Lahore Leads University, Lahore

Chairman,
Board of Governors,
Lahore Leads University, Lahore