

## GENERAL POLICY GUIDELINES

1. The rules and regulations contained in this document in accordance with PMC Medical and Dental Undergraduate Education (Admission, Curriculum and Conduct) Regulation 2021 (Amended).
2. This policy is issued for the Session 2021-2022 and is applicable to all candidates desirous of admission and those who shall be admitted to Public Sector Medical/Dental Colleges under the Administrative Control of Federal Government.
3. Passing MDCAT with minimum **sixty-five (65%) percent** marks is mandatory for candidates to apply for admission to medical/dental colleges.
4. Minimum **sixty-five (65%) percent** marks, in F.Sc. (Pre-Medical)/Higher Secondary School Certificate (HSSC) or A-Level equivalent duly certified by the Inter-Board Committee of Chairmen (IBCC).
5. For merit calculation, the actual marks obtained in the Science Electives of Biology, Chemistry and Physics/Mathematics by the applicants in their F.Sc. or A-level or any equivalent HSSC qualifications results must be used.
6. The admission policy contained in this document shall be applicable to following Medical and Dental Colleges (Note: The following list is in alphabetical order) and it not exhaustive:
  - a. **Federal Medical College, Islamabad.**
  - b. **School of Dentistry, Islamabad.**
  - c. **Shaikh Khalifa Bin Zayed Al-Nahyan Medical & Dental College, Lahore.**
7. Admission of Federal Government Administrative Public Sector Medical and Dental Colleges will be finalized by the SZABMU, Islamabad.
8. The SZABMU reserves the right to add or revise any rule(s) in the document at any stage in accordance with PMC Medical and Dental Undergraduate Education (Admission, Curriculum and Conduct) Regulation 2021.

## **SEAT ALLOCATION FOR MEDICAL AND DENTAL COLLEGES**

The seats are approved by the Pakistan Medical Commission (PMC). The distribution of seats in each college against various categories is reviewed and notified by the Federal Government.

### **Medical Colleges**

#### **i) Federal Medical College, Islamabad (FMC)**

| <b>Sr. No.</b> | <b>Quota</b>                 | <b>Seat Allocation</b> |
|----------------|------------------------------|------------------------|
| <b>1.</b>      | Open Merit                   | 06                     |
| <b>2.</b>      | Islamabad Capital Territory  | 10                     |
| <b>3.</b>      | Punjab                       | 38                     |
| <b>4.</b>      | Sindh (R)                    | 09                     |
| <b>5.</b>      | Sindh (U)                    | 06                     |
| <b>6.</b>      | Khyber Pakhtunkhwa           | 09                     |
| <b>7.</b>      | Balochistan                  | 05                     |
| <b>8.</b>      | Gilgit Baltistan             | 02                     |
| <b>9.</b>      | FATA                         | 02                     |
| <b>10.</b>     | Azad Jammu and Kashmir       | 02                     |
| <b>11.</b>     | Federal Government Employees | 09                     |
| <b>12.</b>     | Disabled Persons             | 02                     |
| <b>Total</b>   |                              | <b>100</b>             |

**ii) Shaikh Khalifa Bin Zayed Al-Nahyan Medical & Dental College, Lahore (SKZMDC)**

| <b>Sr. No.</b> | <b>Quota</b>                        | <b>Seat Allocation</b> |
|----------------|-------------------------------------|------------------------|
| <b>1.</b>      | Open Merit                          | 06                     |
| <b>2.</b>      | Reserve Seats for Foreign Graduates | 10                     |
| <b>3.</b>      | Punjab and ICT                      | 38                     |
| <b>4.</b>      | Sindh (R)                           | 09                     |
| <b>5.</b>      | Sindh (U)                           | 06                     |
| <b>6.</b>      | Khyber Pakhtunkhwa                  | 09                     |
| <b>7.</b>      | Balochistan                         | 05                     |
| <b>8.</b>      | Gilgit Baltistan                    | 02                     |
| <b>9.</b>      | FATA                                | 02                     |
| <b>10.</b>     | Azad Jammu and Kashmir              | 02                     |
| <b>11.</b>     | Federal Government Employees        | 09                     |
| <b>12.</b>     | Disabled Persons                    | 02                     |
| <b>Total</b>   |                                     | <b>100</b>             |

*\* Reference Ministry of National Health Services, Regulations and Coordination, Government of Pakistan letter No. F. 11-4/2020/SZPGMI-(T-IV) dated 1st October, 2020, Shaikh Khalifa Bin Zayed Al-Nahyan Medical & Dental College, Lahore, is now under the administrative control of Federal Government and, therefore, admission in this college against total 100 seats will be made on Federal Quota basis.*

*Note: In this Federal Quota, the selection of candidates at serial # 03 (Punjab & ICT) will be filled on Open Merit basis. Candidates of Punjab and Islamabad (ICT) can apply.*

## Dental College

### i) School of Dentistry, Islamabad (SoD)

| Sr. No.      | Quota                        | Seat Allocation |
|--------------|------------------------------|-----------------|
| 1.           | Open Merit                   | 03              |
| 2.           | Islamabad Capital Territory  | 05              |
| 3.           | Punjab                       | 19              |
| 4.           | Sindh (R)                    | 05              |
| 5.           | Sindh (U)                    | 03              |
| 6.           | Khyber Pakhtunkhwa           | 05              |
| 7.           | Balochistan                  | 02              |
| 8.           | Gilgit Baltistan             | 01              |
| 9.           | FATA                         | 01              |
| 10.          | Azad Jammu and Kashmir       | 01              |
| 11.          | Federal Government Employees | 04              |
| 12.          | Disabled Persons             | 01              |
| <b>Total</b> |                              | <b>50</b>       |

## **BASIC ELIGIBILITY CRITERIA FOR ADMISSIONS**

### **a) Qualifications:**

*In accordance with PMC Medical and Dental Undergraduate Education (Admission, Curriculum and Conduct) Regulation 2021 (Amended) Section 3;*

Any person seeking admission in any undergraduate Medical or Dental College in Pakistan shall be eligible, provided the following mandatory criteria are fulfilled;

- i)** Possesses a Higher Secondary School Certificate qualification ("HSSC") or an equivalent 12<sup>th</sup> grade qualification recognized in Pakistan with more than sixty-five (65%) percent marks therein, or a higher percentage as may be notified by the Medical and Dental Council; and
- ii)** passed three subjects (Biology and Chemistry and either Physics or Mathematics) in the examination of the Higher Secondary School Certificate or an equivalent 12<sup>th</sup> grade qualification recognized in Pakistan (such courses must have been duly certified by the Inter-Board Committee of Chairmen (IBCC) as equivalent to HSSC).
- iii)** For merit calculation, the actual marks obtained in the Science Electives of Biology, Chemistry and Physics/Mathematics by the applicants in their F.Sc. or A-level or any equivalent HSSC qualifications results must be used.

### **b) Domicile:**

- i) The candidates possessing valid domicile certificate/ residence certificate are eligible to apply for admission against the reserved seats of concerned province/region.**
- ii)** For SKZMDC, domicile holder of Islamabad (ICT) are eligible to apply against Punjab Quota seats.

### **c) MDCAT**

- i)** Reference to PMC Conduct of Examinations Regulations 2021 section 5 (8) & PMC Medical and Dental Undergraduate Education (Admission, Curriculum and Conduct) Regulation 2021 Section 3(a) for admission against any category of seats, passing the PMC MDCAT with minimum 65% marks is mandatory and compulsory, and no exception, whatsoever, shall be taken under any circumstances.

## **ADMISSION PROCEDURE**

### **a) General Rules:**

- i)** Online Applications along with all required documents once submitted shall not be editable. Similarly, documents once submitted cannot be changed and shall be considered as final subject to exceptional circumstances intimated through application.
- ii)** Revision of result or improvement of marks by any Board after the closing date of submission of Online Application shall not affect the merit list of admissions for the current year in any way. Similarly, results declared after the closing date of submission of Applications shall not be accepted for admission in the current session.
- iii)** In case final merit of more than one candidate is equal up to four decimals, the candidate older in age shall stand higher in merit.
- iv)** All selected candidates shall have to submit all original documents including Matric, F.Sc, Domicile, Disability certificate and any other supporting document at the time of admission in the medical/dental college for which they have been selected along with attested copies of these documents.
- v)** No candidate will be admitted unless he/she has paid the fee and other dues within due date & time. Otherwise, the admission of defaulting students will be cancelled and next candidate on merit will be considered for admission.

### **b) Foreign Seats (SKZMDC):**

- i)** Foreign student means a student who is not a Pakistani Student and holds only a foreign nationality.
- ii)** Valid Passport of the candidate
- iii)** A-Level/12th Grade, or Equivalent Certificate issued by IBCC/ concerned board.
- iv)** Transcripts of 12th Grade/Equivalent issued by concerned foreign institute.
- v)** The candidates having foreign qualification shall also upload their original results issued by concerned foreign University/High School/Board and showing his/her subjects.
- vi)** The candidates having foreign qualification (A-Level, 12th Grade etc.) shall submit a letter of Equivalence of Grades in Science Electives of Biology, Chemistry and Physics/Mathematics issued separately by IBCC. This is mandatory, according to the directions of Pakistan Medical Commission (PMC). Only the marks obtained in the HSSC/ Equivalence Science electives of Biology, Chemistry and Physics/Mathematics be used.
- vii)** PMC MDCAT 2021 Result Certificate / MDCAT 2020 Equivalence Result

**c) Seats for Disabled Students:**

- i) The candidate shall have to attach a certificate from a Federal/Provisional Government Disability Board about the nature of his/her disability. Such certificate, however, will only make him/her eligible to apply against the respective reserved quota for disabled students.
- ii) A Medical Board shall be constituted by the Chairman Admission Committee which will make the final decision about the eligibility of the candidate for admission against the reserved quota verifying the veracity of an individual candidates calming.
- iii) The Medical Board shall consist of following experts in the relevant filed:
  - i. Physical Disability
  - ii. Visual Disability
  - iii. Hearing Disability
- iv) Disability for the purpose of admission to medical and dental Colleges is defined as **a physical impairment that has a substantial and permanent, adverse effect on candidate's ability to carry out normal day-to-day activities and puts him/her at disadvantage as compared to a normal person for acquiring education before entering a medical or dental institution. Here:**
  - „substantial“ means neither minor nor very severe
  - „permanent“ means that the effect of the impairment is likely to last for the rest of person's life
  - „normal day-to-day activities“ include mobility, manual dexterity, speech, hearing, seeing, understanding danger, and memory.
- v) In case, the number of applicants exceeds the number of seats in the disabled quota, the candidates will be offered admission based on merit.
- vi) The decision of the Medical Board shall be final.

**d) Online Application Process:**

- i) The application process shall be completely online and no manual or paper-based application shall be accepted.
- ii) Only completed and submitted online application will be considered for the admissions.
- iii) Candidate shall have to apply separately for medical or dental program and college.
- iv) For filling the online application form, the candidate shall first register on the web portal at <https://admissions.szabmu.edu.pk/public/> with the help of his/her CNIC/Passport, e-mail ID and a password.
- v) Once the candidate has logged in,

- a. Add Personal Information
- b. Add National MDCAT Information
- c. Add Academic Information
- d. Candidates will take print of application processing fee challan from online admission portal and deposit at nearest branch of Habib Bank Ltd.
- e. Upload Scanned Copies of documents (details in Section-C)
- f. Candidate shall have to apply separately for medical or dental program.
- g. In case of any query contact on [admissions2021@szabmu.edu.pk](mailto:admissions2021@szabmu.edu.pk) and 051-9107687

**vi)** The online application form once submitted cannot be changed by the candidate.

**vii)** It shall be the responsibility of the candidate to enter correct information and upload all required documents in prescribed manner in his/her online application failing which his application shall be rejected.

**e) Mandatory Documents to be Uploaded by the Candidate with the online application:**

- i)** Recent Passport size color photograph of the candidate.
- ii)** CNIC/B-Form/NICOP/ Passport of the candidate.
- iii)** Passport of the candidate. (in case of Foreign candidate)
- iv)** HSSC Pre-Medical Certificate issued by concerned board /Equivalence Certificate of A-Level/12th Grade issued by IBCC. The candidates having foreign qualification shall also upload their original results issued by concerned foreign University/High School/Board and showing his/her subjects.
- v)** HSSC Pre-Medical Transcript/A-Level/12th Grade Transcript.
- vi)** The candidates having foreign qualification (A-Level, 12th Grade etc.) shall submit a letter of Equivalence of Grades in Science Electives of Biology, Chemistry and Physics/Mathematics issued separately by IBCC. This is mandatory, according to the directions of Pakistan Medical Commission (PMC). Only the marks obtained in the HSSC/Equivalence Science electives of Biology, Chemistry and Physics/Mathematics be used.
- vii)** Domicile Certificate of the candidate.
- viii)** Disability Certificate issued by a specialist working in a Federal/Provisional Government Hospital Disability Board describing the nature of disability. (For Disabilities Seats)
- ix)** Federal Government Employment certificate issued by relevant Federal Government Institution (For FGE Seats)



x) Hifz-e-Quran Certificate issued by the registered madrasa. (in case of Hifz-e-Quran)

**f) Aggregate Percentage Calculation:**

The merit for the purpose of admissions shall be calculated as an Aggregate Percentage of marks derived from the formula below:

$$\begin{aligned} \text{HSSC /A-level} &= 50\% \\ &(\text{Science Electives of Biology, Chemistry and Physics/Mathematics}) \\ \text{National MDCAT} &= 50\% \end{aligned}$$

**g) Merit Calculate Formula:**

$$A = \frac{\text{Obtained Marks (Biology, Chemistry and Physics/Mathematics)}}{\text{Total Marks (Biology, Chemistry and Physics/Mathematics)}} \times 0.50$$

$$B = \frac{\text{Obtained Marks in MDCAT}}{\text{Total Marks in MDCAT}} \times 0.50$$

$$\text{Aggregate Percentage} = A + B$$

**h) Marks of Hifz-e-Quran**

- i) To appear in the Hifz-e-Quran Test, the candidate shall have to upload his/her Hifz-e-Quran Certificate.
- ii) Marks will be added to HSSC or equivalent marks of a Hifz-e-Quran, subject to proficiency in Hifz test conduct by the committee constituted by the Chairman Admission Committee.
- iii) The decision of the Hifz-e-Quran Committee shall be final.

**i) Display of Provisional Merit List:**

- i) After the completion of online application process, the University shall display on its website Provisional Merit List of the candidates who have successfully applied for admissions.
- ii) The merit lists shall be provisional. The Chairman Admission Committee shall have the power to review the provisional merit list in case of any error, omission, lapse, mistake, fraud or misrepresentation that occurs or is brought to their notice at any time during the admission process, in which case the merit list will be amended accordingly. Moreover, inclusion of name in the merit list will not confer any right on the candidate if he/she is otherwise found ineligible on detection of an error /mistake / fraud / misrepresentation at any stage of admissions.

- iii) The candidates will be given 48 hours to make written representations against any error, omission, mistake, fraud or misrepresentation in the provisional merit lists. Documentary proof is mandatory in this regard otherwise the complaint shall be rejected. No complaint/representation will be entertained after due time.

**j) Preparation and Display of Selection Lists:**

- i) The University shall prepare a Merit list college-wise and Quota-wise.
- ii) Merit Lists of candidates will be prepared strictly on the basis of merit and availability of seats.
- iii) Provisional admission will be offered subject to verification of the validity of original documents carried out by the Respective College.
- iv) Complaint, if any, against the Merit List can be lodged in writing within 48 hours of the display of the list (at admissions2021@szabmu.edu.pk)

**k) Joining at Respective Colleges:**

- i) Provisional admission is offered subject to verification of the validity of original documents carried out by the Respective College.
- ii) No intimation whatsoever about selection/ non-selection will be sent individually and no correspondence in this regard shall be entertained. The candidates are advised to be vigilant and carefully find out their names in the selection lists according to their merit.
- iii) The selected candidate shall have to deposit the prescribed fee in his/her respective college by due date failing which his/her admission shall stand cancelled and the seat shall be declared vacant.
- iv) The candidates eligible for admission against both open merit as well as reserved seats can avail only one seat.

**l) Cancellation of Admission:**

- i) The admission of the candidate shall be cancelled, if any document/information provided by the candidate is found false/fake/forged/fabricated at any stage of MBBS/BDS admissions as well as during the course of studies.
- ii) The admission of the candidate shall be cancelled if it is found at any stage of MBBS/BDS course that the candidate was not eligible for admission according to PMC Medical and Dental Undergraduate Education (Admission, Curriculum and Conduct) Regulation 2021.

- iii) The admission of the candidate shall stand cancelled if the candidate is found medically unfit at any stage of MBBS/BDS course on the recommendation of the appropriate Medical Board to be constituted by the University/College on case to case basis.
- iv) The admission of the candidate shall be cancelled if he/she fails to report for admission and/or deposit the fee within due date.

## **FEE**

The fee structure for MBBS and BDS (all categories of seats) in public sector medical and dental colleges under the control of Federal Government, for Session 2021-2022 is as follows.

1. Newly selected candidates must pay their fee within the notified period. Failing to pay dues within the specified date and time, the candidate will lose his/her seat to the next candidate on the waiting list.
2. If the fee is not paid within due date fixed by the institution authorities, defaulting students name will be struck off from the college rolls.

### **a) Refund of Fee:**

- i) Where a student has deposited fee and joins or does not join classes but, within fifteen working days on the commencement of classes, informs in writing the medical and dental institution and the university that he/she wishes to leave the institution, his/her seat shall be deemed to have become vacant upon furnishing of this information and he shall be entitled to hundred percent refund of all his deposited fees and charges, except onetime admission fee and a student from waiting list may be admitted against this vacant seat in accordance with merit.
- ii) Where a student who has paid fee and joins classes opts for a private sector medical or dental institution within three months during same admission process, that student shall be entitled for refund of fee after deduction of fee for study period availed in terms of months in that medical or dental institution and the seat shall be considered as vacant No fee shall be refunded after three months of commencement of classes.
- iii) Where a student migrates from one medical or dental institution to another medical or dental institution at any stage of the academic session, the medical or dental institution, as the case may be shall be bound to refund all dues and fee charged proportionate to remaining period of academic year.

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