



MOHI-UD-DIN ISLAMIC UNIVERSITY NERIAN SHARIF

TRANSFER POLICY FOR MBBS STUDENTS

MIU/MIMC/POL/24-1/560

Preamble

1. Mohi-Ud-din Islamic University (MIU) acknowledges the right of its Medical Students to transfer to another Medical Colleges in the same program and at the same level to a vacant seat. Mohi-Ud-Din Islamic Medical College (MIMC) will declare a seat vacant when a student leaves the college or gets transferred to another Medical College. The vacant seats in each professional year of the MBBS program will be publicly displayed under intimation to the PMC within fourteen days of its falling vacant.

Transfer Rules

2. The transfer of Mohi-Ud-Din Islamic Medical College Students will be governed by the following rules which have been framed keeping in view the spirit and guidelines of the Pakistan Medical Commission: -

- (a) Mohi-Ud-Din Islamic University will notify a transfer committee to recommend the cases for acceptance of transfer in and out candidates.
- (b) Admission Committee of Mohi-Ud-Din Islamic Medical College will recommend the merit criteria to offer a vacant seat to a candidate seeking transfer to the college for notification.
- (c) MIMC student will submit the application duly completed in all respect within the stipulated timeframe to Director Student Affairs for onward submission to Chairman "Transfer Committee".

- (d) Registrar Mohi-Ud-Din Islamic University will process all the transfer in/out cases through the notified Committee for the approval of Vice Chancellor.
- (e) Transfer shall be allowed only between the institutions recognized by the PMC.
- (f) 1st year Medical Student can seek transfer out of Mohi-Ud-Din Islamic medical college, due to admission on Govt./HEC quota seat or in a college of choice within 30 days of closure of admissions or as notified by the PMC.
- (g) The Medical Student of 2nd, 3rd, 4th and 5th year can apply for transfer to another medical college within fifteen days of the end of each academic year and before the commencement of next academic year. After this period transfer applications will not be entertained.
- (h) A medical student asking for transfer must have passed the current Professional Examination. If a student had failed in Professional Exams and is academically detained, the seat shall be considered occupied and transfer of such students will not be allowed.
- (j) A transferred student accepted and admitted in a particular professional year cannot re-seek transfer before the completion of the professional year.
- (k) Wherein, the scheme of studies varies between the parent institute and the receiving institute, the case may be decided by the Admission Committee on case-to-case basis. The Committee can grant exemption or may ask the student to undergo additional training/teaching or assessments during the academic year.

(l) The MIU will only issue the transfer letter if the college accepting the transfer has publicly displayed the vacant seat for at least fourteen days before issuing the offer letter to the student.

Transfer from Foreign Colleges

3. Transfer from Foreign Medical Colleges will be accepted subject to the availability of vacant seat and will be governed by the undermentioned rules: -

(a) A student from a foreign Medical College can apply for a transfer provided he has completed at least two years study at his college and qualified National Equivalence Board Examination conducted by PMC.

(b) A foreign student will only be accepted on transfer in the same program as the student was enrolled and at the same level and the year in which he qualified National Equivalence Board Examination.

Application Process

4. Medical Student seeking transfer in or out shall apply themselves/ parents/guardians on prescribed forms within period specified in para 2f and 2g. Incomplete applications beyond due date will not be accepted.

Following documents must be attached with the transfer applications: -

(a) Application duly completed on the prescribed transfer form.

(b) Letter of Offer from the admitting college which has announced the vacant seat for the last fourteen days.


(c) Academic documents (from Matric till the transcript of last professional year, (only for students seeking transfer to Mohi-Ud-Din Islamic medical college).

(d) Transcript/ academic record of all professional years passed from Mohi-Ud-Din Islamic medical college.

(e) Deposit receipt of Rs 10000 nonrefundable, as transfer in / out processing fee in favour of Mohi-Ud-Din Islamic University.

5. The foregone Medical Students Transfer Policy can be reviewed by the competent authority and is applicable with immediate effect.

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