

STUDENT HANDBOOK 2021



GOVERNMENT COLLEGE WOMEN UNIVERSITY FAISALABAD

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1. FOREWORD

Government College Women University Faisalabad (GCWUF) provides to students an ideal environment to utilize their talents and capabilities in the best possible manner. It offers freedom, diversity, creativity and conducive environment to achieve excellence in the light of teachings of Islam and the guidelines of the Father of Nation: Quaid-Azam Muhammad Ali Jinnah.

GCWUF aims to provide education which is not an end in itself, but a means to an end. The university enables its students to be academically fulfilled, professionally fitted, and morally prepared. It aims to develop excellent leadership skills to its aspirants, for a better tomorrow. The university works to achieve this objective through professional as well as personal growth.

In addition to education, emphasis is placed on the character building of the students through different societies to improve their ethical and moral values. The students are trained state of the art technologies to get better opportunities in this competitive world to play pivotal role in the progress and prosperity of Pakistan.

Government College Women University Faisalabad (GCWUF), enacted in January 2013 is the only female university that has been empowering women folk through higher education and opening the doors to new vistas of knowledge, employability, entrepreneurship and developing leadership qualities for females. Pakistan is a developing country with more than 50% of its population being female; thus, female enrollment is our unique advantage.

The Student Hand Book includes the academic and professional rules, moral values and traditions, and social norms which GCWUF

cherishes and promotes. It demands its students to abide by these set of rules and regulations with utmost sincerity.

We envisage our students to make the university, the teachers, and their parents proud by their achievements. Our aim is to meet the modern academic and professional standards-especially of females. It strives to make its aspirants ready for the challenging modern life expectations.

2. CODE OF CONDUCT

Government College Women University Faisalabad strives to induce in its students' intellectual diversity, self-motivation, critical thinking and inquiry, research oriented approach, capacity for leadership, and community oriented, ethically guided high sense of professionalism. University aims to equip students to meet the challenges of the modern era. The University expects its students to strive towards acquisition of attributes that befit the national objectives. These attributes, in turn, should be reflected in their everyday behaviour, attitude and dress.

The Student Code of Conduct is the set of rules and regulations to maintain discipline among the students. It is intended to provide a broad guideline in identifying and discouraging behavior which conflicts with building of a strong and just community that respects and protects the diverse interests and goals of all students, the University's mission, community service, and the freedom of intellectual expression. This Code of Conduct will be enforced in the University. GCWUF believes that regulations, guidelines and safeguards described herein are indispensable features to maintain an ideal academic environment.

In order to achieve these goals all students are directed to strictly abide by the Code of Conduct given below:

1. Students should refrain from conduct that might damage the reputation of the University. They must also avoid any conduct that may lead to the disruption of any academic program /activity of the Campus.
2. Students will show tolerance, understanding, and respect for the rights of others. In case of any misunderstanding with peers or University management, etc., discussions

and exchange of views within the framework of decency and decorum would be the desirable course to follow. Threatening behavior to fellow students, faculty, staff, or the University as an institution could cause irrevocable dismissal from the University.

3. The students are advised to refrain from any damage to the University fixtures/furniture including Venetian blinds, scribbling/carving on desks, writing on walls, and misusing lab equipment, etc.
4. Students are advised to switch off mobiles in classrooms, examination halls, labs and library so as not to disrupt the calm of the said places.
5. Students are advised to strictly follow the code of conduct on-the-field and off-the-field while taking part in sports and other extra-curricular activities. Students are expected to exhibit exemplary behavior, especially while representing the University in an activity/competition.
6. Matters of indiscipline would be referred to the Campus Discipline Committee, which is authorized to reprimand or check any indiscipline. Parents of students who disobey authority and violate the code of conduct will be called to the university. Disciplinary Committee may suggest action to be taken for breaching code of conduct by the student.

2.1. Dress Code

The students of the University are expected to dress keeping in view the local cultural values.

- a. The students are not allowed to wear shorts or sleeveless shirts. The dress should not have any scripts or images, which appear to be provocative or indecent.

- b. The students should not wear tight or see-through clothes.
- c. The students are not expected to put on heavy make-up or expensive jewelry.
- d. Clothes with photograph of any celebrity/political personality/or with unethical printed words are strictly not allowed.

2.2. Mobile Phones

Use of mobile phone in the class room is completely banned. It should be switched off during class hours. No one can bring mobile phone during exams in the examination room/hall.

2.3. Academic Dishonesty

Academic dishonesty is an act of fraud, which may include misrepresentation, deceit, falsification, or trickery of any kind that is done by the student with the purpose, intent, or expectation of influencing a grade or other academic evaluation. Academic dishonesty also includes forgery and falsification of University academic documents, intentionally attempting or damaging the academic work of others, or assisting other students in acts of dishonesty. Common examples of academically dishonest behavior include, but are not limited to the following:

2.4. Cheating

Intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise; copying from another student's examination sheet; submitting work prepared in advance for an in-class examination; taking an examination for another person or conceiving to do so.

2.5. Fabrication

Intentional and unauthorized falsification or invention of any information or citation in an academic exercise.

2.6. Facilitating Academic Dishonesty

Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.

2.7. Plagiarism

Intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise; failure to attribute direct quotation, paraphrase, or borrowed facts or information.

2.8. Unauthorized Collaboration

Providing, either knowingly or through negligence, one's own work to assist a student in satisfying a course requirement, or representing material prepared by or with another as one's own independent work. In instances where students are permitted to work jointly to complete an assignment, instructors will offer clear guidelines about when and how to collaborate, if a student is unsure, it is the responsibility of the student to ask the instructor.

2.9. Unfair Means

Plagiarism, cheating and using other unfair means constitute unprofessional conduct. Unfair means include discussion and exchange of all such class notes and written material between the students which may subvert the learning process. Exchanging or passing information to other students over the network during lab examination is considered cheating. Any form of unfair means will be immediately reported by the teacher to the Disciplinary Committee. Severity of Penalty imposed on the student can range from a zero in the assignment/quiz/exam, a failing grade or one grade lower than what is actually obtained in the course, any additional assignment/work before completion of degree or separation from the programme.

2.10. Lying

Willful and knowledgeable telling of an untruth, as well as any form of deceit, attempted deceit, or fraud in an oral or written statement relating to academic work is punishable. This includes but is not limited to:

- Lying to administration and faculty members.
- Falsifying any university document by mutilation, addition, or deletion.

- Lying to Discipline Committee members and advisors during investigation and hearing. This may constitute a second charge, with the committee members who acted as judges during that specific hearing acting as accusers.

2.11. Stealing

Taking or appropriating without the permission to do so, and with the intent to keep or to wrongfully use the property belonging to any member of the campus or any property located on the university campus is regarded as stealing. This includes but is not limited to misuse of university computer and other lab resources.

The university will not tolerate any violation of these norms. Any student faced with such situation should contact the Campus Harassment Committee about it without any inhibition, reluctance or fear.

3. ACADEMIC RULES AND REGULATIONS

3.1. Attendance Requirement

The minimum percentage of attendance required for the students of all degree programs to appear in the final examinations is 75%. Absence of a maximum 25% of the total lectures may be condoned for genuine reasons, such as illness. Shortage of lectures will render a student ineligible to appear in the final examination of the concerned course.

3.2. Medium of Instruction

The medium of instruction and examination shall be English (except faculty of Islamic and Oriental Learning, which will be Urdu or their relevant subject languages).

3.3. Duration of the semester

There shall be 2 semesters (Fall and Spring) of 18 weeks each in an academic year, 16 weeks shall be actual teaching time; the rest may be utilized for enrollment, conduct of examinations and declaration of results, etc.).

3.4. Semester Course Load

Each course is assigned credit hours. For theory courses 1 credit hour means 1 hour of lecturing per week.

3.5. Academic Grading

The performance of students is assessed during the semester through midterm exams, assignments, quizzes, case studies or any other method considered appropriate by the course instructor and the university. A course outline describing the course content and grading criteria is shared with the students at the start of a course.

3.6. Grade points

CGPA of 2.5 out of 4.0 is required to qualify for the award of degree. If a student fails to obtain CGPA of 1.75 at the end of each academic year (after three consecutive Fall, Spring and Summer Semesters), her admission shall stand cancelled. However the student may seek fresh admission.

Student is allowed to improve her D grades in any course of previous semesters during her course of study but only once. A student, who obtains CGPA of 1.75 or more but less than 2.50 upon the completion of entire approved course work may be allowed to repeat once the courses of the previous semesters in which the students had obtained the lowest grades in order to improve the CGPA so as to obtain the minimum of 2.50, failing

which the students shall cease to be on the rolls. A student is allowed to improve only those number of D grades required to get 2.50 CGPA for obtaining her degree, failing which the students shall cease to be on the rolls provided that she has availed the maximum permissible repetitions.

3.7. Grade Point Average

The Grade Point Average (GPA) provides a continuous scale for grades earned. Two types of averages are computed for the grades obtained by a student, the Semester Grade Point Average (SGPA) and the Cumulative Grade Point Average (CGPA). SGPA gives the GPA of courses completed in a semester, whereas CGPA gives the GPA of all courses completed so far by a student.

3.8. Semester Registration

Students are directed to enroll themselves in Fall and Spring Semesters and to pay current semester fees. A candidate admitted to the course shall enroll for each semester, as long as she has not completed all the requirements for the degree, subject to the maximum admissible limit of semesters. An application for enrollment on the prescribed Course Registration Form (UG-1) accompanied by proof of fee paid (bank receipt) shall be presented to the office of the Directorate of Advanced Studies on the day(s) notified for enrollment.

3.9. Repeating a Course

Student have to appear separately in Midterm, Final Term and Practical Examination in each course. If a student fails to appear in anyone of the above mentioned examinations, then she will be considered fail in that course

If a student fails to obtain CGPA of 1.75 at the end of each academic year (after three consecutive Fall, Spring and Summer

Semesters) her admission shall stand cancelled. However the student may seek fresh admission.

Student is allowed to improve her D grades in any course of previous semesters during her course of study but only once. A student, who obtains CGPA of 1.75 or more but less than 2.50 upon the completion of entire approved course work may be allowed to repeat once the courses of the previous semesters in which the students had obtained the lowest grades in order to improve the CGPA so as to obtain the minimum of 2.50, failing which the students shall cease to be on the rolls. A student is allowed to improve only those number of D grades required to get 2.50 CGPA for obtaining her degree, failing which the students shall cease to be on the rolls provided that she has availed the maximum permissible repetitions.

3.10. Missed Examination

If a student misses a quiz, assignment or any other examination, She will be rewarded zero marks which will eventually lead her to failure in that semester.

3.11. Semester Freeze

A student may discontinue enrolled semester before appearing in the final examination with the permission of the Vice Chancellor obtained through the Registrar on the recommendation of the Dean/Coordinator/Director / Principal because of sickness duly certified by the University Medical Officer or due to any circumstances beyond her control. The facility of discontinuation can be availed only once during the whole degree program. A student so permitted to discontinue is required to resume her studies from next semester on the recommendation of Chairperson/In charge/ Director/ Principal/ Dean/Coordinator

concerned and notified by the Director Advanced Studies. A Candidate shall not ordinarily be allowed to discontinue studies during the first semester. During the semester freeze, bonafide status of the student shall remain suspended. She will not be entitled to avail any privilege as that of a regular student.

3.12. Double Admission

Enrollment in more than one degree program is not allowed.

4. MIGRATION

There will be no local migration within city. Moreover, migration from private institution to Government institution is also not allowed.

- A student can apply for migration if she meets the open merit with following conditions:
- The student's marks should not be less than university's open merit of the particular major.
- The academic certification of the student will be examined by the Migration Committee.
- Migration will be notified by registrar office after the recommendation of the academic department and Migration Committee.
- The NOC and character certificate from the respective universities/ colleges have to be provided by the student.

TRANSFER OF CREDIT HOURS

- a. Credits are transferred on course to course basis i.e. a person taking course A at University X is allowed to transfer her credits to University Y provided that course A is equivalent to course B taught at the Y University.
- b. The percentage of the students in the courses which were passed from the parent University (s) may be considered the

minimum percentage of this University in the GPA/CGPA i.e. A grade=80%, B grade =65% and C grade = 50% (irrespective of her percentage acquired at parent University (s) while granting migration) and this practice should be continued in future migration cases.

- c. No credit hour of a course will be transferred if the grade is less than C for undergraduate and B for graduate level.
- d. HEIs are at liberty to enroll students (if they fulfill their criteria) for any semester or for any single class and issue the students a transcript for the courses completed.
- e. Credit hours may only be transferred between Chartered HEIS.
- f. Migration shall be allowed after successful completion of one academic year, having CGPA 3.00 out of 4.00 from Public Sector Universities.
- g. Migration is allowed only up to 50% credit hours of the Program.

5. EXAMINATION RULES

5.1. BS Program

1. Examination Fee: University examination fee shall be charged at the time of enrollment of each semester.
2. Tests and Examinations:
 - a) There shall be two examinations 'mid and final' in each semester. In addition to these examinations the teacher shall give home assignments and quizzes etc. to the students. The mode of these examinations will be left to the teacher, who will be solely responsible for the conduct of examination as well as evaluation in her course. The grade awarded in the course by the teacher shall be final
 - b) Only those students, who have at least 75% attendance in

theory and practical classes (where applicable) separately in each course, shall be eligible to appear in the final examination.

- c) A teacher shall report to the Dean/Coordinator/Director/Principal concerned through the Chairperson of the respective Department the names of students who are absent from the lectures/ practicals (where applicable) continuously for seven days to enable the office of the Dean/Coordinator to strike off names of such students. The student may be readmitted under the university rules or may be refused admission if the reasons provided for readmission are not convincing.

Final examination: The final examination for a semester shall be held on a schedule notified by the teacher in advance.

3. The answer scripts of each examination shall be discussed with the students.
 - a) The mid-semester examination shall be held during 9th week of the semester which shall carry 30 percent of the total allocated marks for the course. This examination shall be conducted by the teacher concerned who shall proceed according to the University rules.
 - b) For the purpose of evaluation, one credit will carry 20 marks e.g. a four credits course will carry 80 marks. These marks will be divided in accordance with the credits assigned to theory and practical (where applicable) for each course.
 - c) The following weightage shall be given to the examinations, home assignments, etc.
 - d) Student have to appear separately in Midterm, Final Term and Practical Examination in each course. If a student fails to appear in anyone of the above mentioned

examinations, then she will be considered fail in that course.

(a) Mid-semester examination

30%

(b) Home assignments / quizzes, presentations etc.

20%

(c) Final examination

50%

Total: 100%

(Fraction in total marks of a course will be rounded to the nearest to one decimal point)

4. To qualify a course, it is essential to pass separately in the theory and practical (where applicable) examinations with aggregation to be at least 40 percent.
5. The teacher shall send the final award list along with answer scripts of mid, final and practical (where applicable) of the course to the office of the Controller of Examinations within 10 days after the end of a semester. The Dean/Coordinator may condone the delay in result submission. A soft copy of the award list should also be sent to the office of the Director/Principal/ Chairperson and the Dean/Coordinator concerned.
6. On receipt of the award lists, the Controller of Examinations shall notify the results and send copies to the office of the Dean/Coordinator, Director/Principal and the Chairperson/ Incharge of the concerned Department.
7. **GRADE POINT AVERAGE:**

Grade point and equivalence between letter grading and numerical grading shall be as follows:

Grade	Value	Marks	Remarks
A	4	80 -100	Excellent
B	3	65-79.99	Good

C	2	50-64.99	Satisfactory
D	1	40-49.99	Poor
F	0	Below 40%	Fail

8. If a student fails to obtain CGPA of 1.75 at the end of each academic year (after three consecutive Fall, Spring and Summer Semesters) her admission shall stand cancelled. However the student may seek fresh admission.
9. Student is allowed to improve her D grades in any course of previous semesters during her course of study but only once.
10. A student, who obtains CGPA of 1.75 or more but less than 2.50 upon the completion of entire approved course work may be allowed to repeat once the courses of the previous semesters in which the students had obtained the lowest grades in order to improve the CGPA so as to obtain the minimum of 2.50, failing which the students shall cease to be on the rolls. A student is allowed to improve only those number of D grades required to get 2.50 CGPA for obtaining her degree, failing which the students shall cease to be on the rolls provided that she has availed the maximum permissible repetitions.

CGPA of 2.5 out of 4.0 is required to qualify for the award of degree.

THESIS / RESEARCH PROJECT/ INTERNSHIP:

1. A student can opt for thesis/research project /internship (6 credit hours) in lieu of two optional courses of 3 credit hours each or whatever decided by Board of Studies of respective department.
2. The Minimum Criteria for a BS student to opt for a research and thesis should be CGPA not less than 3.80 after 6th Semester.

3. A student shall be required to submit a thesis/project research report and present it in a seminar /viva for evaluation conducted by an external examiner or committee of department examiners. The student has to clear all the courses before appearing in the final seminar/viva of research project/thesis.
4. There shall be 120 marks corresponding to 6 credit hours (equivalent to 2 optional courses, equivalent to minimum 6 credit hours).
5. The supervisor through the respective Chairperson shall send the award list of thesis/paper/internship report in sealed envelope to the office of the Controller of Examinations. The Controller of Examinations shall notify the final result of the student.
6. Original plagiarism report along with the Certificate from Supervisor and Declaration by the student must be submitted while submitting the thesis to the Director of Advanced Studies. The Director of Advanced Studies shall notify the dates for the semifinal and Final phases of thesis submission.
7. The thesis evaluation should be completed within one month from the date of submission of thesis to the Controller of Examinations. The Controller of the Examinations shall get the approval of two external examiners (one an alternative in case of regret of the examiner) from the Vice Chancellor and the thesis shall be dispatched to that examiner.
8. Supervisor, after consultation with the external examiner shall write to the Controller Examination notifying the date, time and venue of thesis evaluation.
9. The colour of hard bound cover of BS Program should be black with title superimposed in golden.

General:

1. The student who will enroll beyond her minimum limit of the semesters will be have to pay an additional tuition fee of 50% and for rest of the additional semesters will have to pay 100%, additional tuition fee over and above the regular fee.
2. After submission of the thesis, the students will not be allowed to reside in the University hostels.
3. Office of the Dean/Coordinator will maintain student record for 3 years after the declaration of final result. After that period, the record may be disposed off with the permission of the Vice Chancellor.
4. Office of the Controller of Examinations shall keep scripts of student's examinations for whole session (4 years).
5. The minimum number of students to start a class is 15. However, the Competent Authority may grant approval to start a class which is not fulfilling the above-mentioned number in special cases during regular and summer semesters. The policy is not applicable for the fail/re-sit students improving the lower grades.

5.2. Master Program

1. Examination Fee: University examination fee shall be charged at the time of enrollment of each semester.
2. **Tests and Examinations:**
 - a) There shall be two examinations 'Mid and Final' in each semester. In addition to these examinations the teacher shall give home assignments and quizzes etc. to the students. The form of these examinations will be left to the teacher who will be solely responsible for the

conduct of examination as well as evaluation in her course. The grade given in the course by the teacher shall be final but.

- b) Only those students, who have at least 75% attendance in theory and practical separately in each course, shall be eligible to appear in the final examination.
 - c) A teacher shall report to the Dean/Coordinator/Director/Principal concerned through the Chairperson/Incharge of the concerned Department the names of students who are absent from the lectures/practicals continuously for seven days to enable Director Advanced Studies to strike off names of such students. She may be re-admitted under the university rules or may be refused admission if the reasons presented for re-admission I not convincing.
3. The final examination for a semester shall be held on a date and time and place to be notified by the teacher in advance.
 4. To pass a deficiency course a student is required to obtain at least “C” grade.
 5. The scripts of each examination shall be discussed with the students.
 6. The mid-semester examination shall be held during 9th week of the semester which shall carry 30 percent of the total allocated marks for the course. This examination shall be held by the teacher concerned who shall determine the form of the examination.
 7. For the purpose of evaluation, one credit will carry 20 marks e.g. a four credits course will carry 80 marks. These marks will be divided in accordance with the credits assigned to theory and practical for each course.
 8. The following weightage shall be given to the examinations, home assignments;

(a) Mid-semester examination

30%

(b) Home assignments quizzes,	
Presentations	20%
(c) Final examination	50%
Total:	100%

(Fraction in total marks of a course will be rounded to the nearest to one decimal point).

9. The duration of examination shall be as under;

Mid-Semester Examination **One hour**

Final Examination **Two to three hours**

10. Final examination covering the full syllabus with at least 25% of the course of midterm as well, shall be held at the end of each semester.
11. Question paper for the mid and final term examination shall be set by the respective teacher. However, Chairperson/ Principal/ Director/ Departmental In-charge shall ensure the quality and standard of the question paper set by the teacher.
12. To qualify a course, it is essential to pass separately in the theory and practical examinations.
13. The teacher shall send the final award list along with answer scripts of mid, final and practical for the course to the office of the Controller of Examinations within 10 days after the end of a semester. The Vice Chancellor may condone the delay in result submission. A soft copy of the award list should also be sent to the office of the Chairperson /Director/Principal of the College and Director Advanced Studies.
14. On receipt of the award lists, the Controller of Examinations shall notify the results and send copies to the Director Advanced Studies, Dean/ Coordinator/Director/Principal and the Chairperson/Incharge of the Departments concerned.

Grade Point Average

1. Grade point and Equivalence between letter grading and numerical grading shall be as follows:

Grade	Value	Marks%	Remarks
A	4	80 -100	Excellent
B	3	65 -79.99	Good
C	2	50 -64.99	Satisfactory
D	1	40 -49.99	Poor
F	0	Below 40%	Fail

2. If a student fails to obtain CGPA of 2 at the end of each academic year (after three consecutive Fall, Spring and Summer Semesters) her admission shall stand cancelled. However the student may seek fresh admission.
3. Student is allowed to improve her D grades in any course of previous semesters during her course of study but only once.

A student, who obtains CGPA of 2.00 or more but less than 2.50 upon the completion of entire approved course work, may be allowed to repeat once the course(s) of the previous semesters in which she obtained the lowest grades in order to improve the CGPA so as to obtain the minimum of 2.50 failing which she shall cease to be on the rolls.

A student is allowed to improve only those number of D grades required to get 2.50 CGPA for obtaining her degree, failing which the students shall cease to be on the rolls provided that she has availed the maximum permissible repetitions.

CGPA of 2.5 out of 4.0 is required to qualify for the award of degree.

Thesis/Research Project/ Internship

1. The Minimum Criteria for an MA/MSc student to opt for a research and thesis should be CGPA not less than 3.80 after 2nd Semester.

2. A student shall be entitled to submit thesis for examination after she has qualified the approved course work and has also fulfilled the residential requirements. She is required to submit thesis submission form and thesis examination fee before the submission of thesis.
3. Thesis shall be completed according to the guideline approved by the Director Advanced Studies shall be submitted to the office of Director Advanced Studies according to the schedule announced for submission of the final thesis.
4. The thesis duly certified by the Supervisory Committee that the contents and form of thesis are satisfactory for submission shall be sent to the external examiner by the office of Controller of Examinations for evaluation. A panel of three examiners per student shall be submitted to the CE office by the chairperson of the respective Board of Studies on or before the submission of thesis.
5. The thesis shall be evaluated by a Board of Examiners comprising members of the Supervisory Committee and one External Examiner appointed by the Vice Chancellor from the panel of names recommended by the Board of Studies. At least three members of the Board of Examiners of whom one must be an external examiner shall be appointed to evaluate the thesis, hold a viva voce examination and such other tests as are considered necessary for degree. The external examiner shall be given reasonable time to go through the contents of thesis critically. The viva voce examination would be conducted at least after one week of the receipt of thesis by the external examiner.
 - a. There shall be 120 marks corresponding to 06 credit hours allocated for thesis.

- b. Total marks so awarded will be converted into a letter grade as prescribed in regulation number No.17.1 and average grades on the basis of course work as thesis will then be worked out to calculate the final CGPA.
 - c. Original plagiarism report along with the Certificate from Supervisor and Declaration by the student must be submitted while submitting the thesis to the Director Advanced Studies. The Director Advanced Studies shall notify the dates for the Semifinal & Final phases of thesis submission.
 - d. The thesis evaluation should be completed within two months from the date of submission of thesis to the Controller of Examinations: The Controller of Examinations shall get the approval of the two External Examiners (one as an alternative in case of regret of the examiner) from the Vice Chancellor and thesis shall be dispatched.
 - e. Supervisor, after consultation with the External Examiner shall write to the Controller of Examinations notifying the date, time and venue of thesis evaluation.
 - f. The Supervisor shall send the award list of thesis examination after counter signature of the Chairperson to the office of the Controller of Examinations after making sure that the student has incorporated the suggested improvements. The Controller of Examinations shall notify the result of the student after receiving three bound copies of thesis.
6. In case of disagreement between the Supervisory Committee and the External Examiner regarding the

acceptance of the thesis it shall be referred to another External Examiner, whose decision shall be final.

7. The color of hard bound cover of Master program shall be black with title superimposed in golden.
8. If a candidate fails in the thesis examination, she may enroll again and will submit a revised thesis within six months after the date of declaration of the result of the last thesis examination, on payment of the prescribed thesis examination fee. She can avail this chance only once.
9. If the thesis, submitted by a candidate for final evaluation, is proved to be copied/ plagiarized at the time of viva-voce examination, it will be liable to be rejected on the report of Board of Examiners and the Controller of Examinations will declare the candidate fail in thesis examination. The admission of such candidate shall be cancelled and she shall not be readmitted under any circumstances.
10. If the thesis of a candidate is proved to be plagiarized after its evaluation and declaration of result, previous result of the candidate will be cancelled and she will be declared to have failed in thesis examination. Such a candidate shall not be readmitted under any circumstances.

General:

1. The students who enroll extra semesters beyond their minimum residential requirement will not be allowed hostel accommodation.
2. After submission of the thesis, the students will not be allowed to stay in the University hostels.
3. Directorate of Advanced Studies will maintain student's record for 3 years after the declaration of final result. After such period, the record may be disposed of with the permission of the Vice Chancellor.

4. Office of the Controller of Examinations shall keep scripts of student's examinations for one semester.

5.3. M.Phil. Program

1. **Examination Fee:** University examination fee shall be charged at the time of enrollment of each semester.
2. **Tests and Examinations:**
 - a) There shall be two examinations mid and final in each semester. In addition to these examinations the teacher shall give home assignments and quizzes etc. to the students. The form of these examinations will be left to the teacher who will be solely responsible for the conduct of examination as well as evaluation in her course. The grade given in the course by the teacher shall be final.
 - b) Only those students, who have at least 75% attendance in theory and practical separately in each course, shall be eligible to appear in the final examination.
 - c) A teacher shall report to the Dean/Coordinator/Director/Principal concerned through the Chairperson/Incharge of the concerned department the names of students who are absent from the lectures/practicals continuously for seven days to enable Director Advanced Studies to strike off the names of such students. She may be re-admitted under the University rules or refused admission if the reasons given for readmission are not convincing enough.
3. The final examination for a semester shall be held on a date, time and place to be notified by the department in advance.
4. To pass a deficiency course, a student is required to obtain at least "C" grade.
5. The scripts of each examination shall be discussed with the students.

6. The mid-semester examination shall be held during 9th week of the semester which shall carry 30 percent of the total marks allocated for the course. This examination shall be held by the teacher concerned who shall determine the form of the examination.
7. For the purpose of evaluation, one credit hour will carry 20 marks e.g. a four credit course will carry 80 marks. These marks will be divided in accordance with the credits assigned to theory and practical for each course.

8. The following weightage shall be given to the examinations and home assignments;

(a) Mid-semester examination	30%
(b) Home assignments, quizzes, presentations etc	20%
(c) Final examination	50%
Total:	100%

(Fraction in total marks of a course will be rounded to the nearest to one decimal point).

- d) Students have to appear separately in mid-term, Final Term and Practical Examination in each course. If a student fails to appear anyone of the above mentioned examination, then she will be considered fail in that course.
9. The duration of examination shall be as under;

Mid Term Examination	One hour
Final Term Examination	Two to three hours.
10. Final examination covering the full syllabus with at least 25% of the course of mid-semester, shall be held at the end of each semester.
11. Question paper for the mid and final semester examination shall be set by the respective teacher. However, Chairperson/ Incharge/Dean/Coordinator/Principal/Director shall ensure

the quality and standard of the question paper set by the teacher.

12. To qualify a course, it is essential to pass separately in the theory and practical examinations.
13. The teacher shall send the final award list along with answer sheets of mid, final and practical for the course to the office of the Controller of Examinations within 10 days after the end of a semester. The Vice Chancellor may condone the delay in result submission. A soft copy of the award list should also be sent to the office of the Chairperson Incharge/Director/Principal of the College & Director Advanced Studies.
14. On receipt of the award lists, the Controller of Examinations shall notify the results and send copies to the Director Advanced Studies, Dean/ Coordinator/Director/Principal and the Chairperson/Incharge of the Departments concerned.

GRADE POINT AVERAGE

1. Grade point and Equivalence between letter grading and numerical grading shall be as follows:

Grade	Value	Marks%	Remarks
A	4	80-100	Excellent
B	3	65-79.99	Good
C	2	50-64.99	Satisfactory
F	0	Below 50 %	Fail

2. If a student fails to obtain CGPA of 2.50 at the end of each academic year (Fall and Spring) her admission shall stand cancelled. However she may seek fresh admission as and when the University offers. Notes: The student who avails only one regular semester (Fall or Spring) must obtain GPA

of 2.50 at the end of the same academic year to remain on roll.

3. A student, who obtains CGPA of 2.50 or more but less than 3.00 upon the completion of entire approved course work, may be allowed to repeat once the course(s) of the previous semesters in which she obtained the lowest grades in order to improve the CGPA so as to obtain the minimum of 3.00 failing which she shall cease to be on the rolls. A student is allowed to improve only those number of C grades required to get 3 CGPA for obtaining her degree, failing which the students shall cease to be on the rolls provided that she has availed the maximum permissible repetitions.

CGPA of 3.00 out of 4.00 is required to qualify for the award of degree.

THESIS EXAMINATION

1. Thesis must be submitted latest by the 60 days grace period after the closing date of the semester or any date announced by the Director Advanced Studies with the permission of the Competent Authority as otherwise candidate admitted to a degree program shall so long as she has not submitted thesis, has to enroll for next semester.
2. The thesis shall be completed according to the guidelines approved by the Board of Advanced Studies and Research and shall be submitted to the office of the Director Advanced Studies according to the schedule announced by the DAS for Semifinal and Final thesis.
3. The thesis duly certified by the Supervisory Committee that the contents and form of the thesis are satisfactory for submission shall be sent to the External Examiner by the office of the Controller of Examinations (CE) for evaluation. A panel of three examiners per student shall be submitted to

the CE office by the Chairperson of the respective Board of Studies on or before the submission of thesis.

4. The thesis shall be evaluated by a Board of Examiners comprising members of the Supervisory Committee and one External Examiner appointed by the Vice Chancellor from the panel of names recommended by the Board of Studies. At least three members of the Boards of Examiners of whom one must be an external examiner shall “for the purpose of evaluating the thesis,” hold a viva voce examination and such other tests as they consider necessary. The External Examiner shall be given reasonable time to go through the contents of the thesis critically. The viva voce examination would be conducted at least one week after of the receipt of thesis by the External Examiner.
 - There shall be 120 marks corresponding to 6 credit hours allocated for thesis.
 - Total marks so awarded will be converted into a letter grade as prescribed in regulation No. 16.1 and average grades on the basis of course work and thesis will then be worked out to calculate the final CGPA.
 - The thesis evaluation will be conducted within six months from the date of dispatch of thesis from the Controller of Examinations to the quarter concerned failing which the student will be declared/assumed fail in the thesis examination and shall be notified by the office of the Controller of Examinations. However, the Vice Chancellor may allow extension for thesis evaluation up to one year in hardship cases.
 - The thesis evaluation should be completed within six months from the date of submission of thesis to the Controller of

Examination: The Controller of Examination shall get the approval of the two external examiners (one as an alternative in case of regret of the examiner) from the Vice Chancellor and thesis shall be dispatched.

- Supervisor after consultation with external examiner shall write to the Controller Examinations for notifying the date, time and venue of thesis evaluation.
 - The Supervisor shall send the award list of thesis examination after counter signature of the Chairperson to the office of the Controller of Examinations after making sure that the student has incorporated the suggested improvements. The Controller of Examinations shall notify the result of the student after receiving three bound copies of thesis.
 - Original Plagiarism report along with the Certificate from Supervisor and Declaration by the student must be submitted while submitting the thesis to the Directorate of Advanced Studies. The Directorate of Advanced Studies shall notify the dates for the semifinal and final phases of thesis submission.
 - The colour of hard bound cover of M.Phil. Program should be maroon with title superimposed in golden.
5. In case of disagreement between the Supervisory Committee and the External Examiner regarding the acceptance of the thesis it shall be referred to another external examiner, with the due approval of the Competent Authority (the Vice Chancellor), whose decision shall be final.
 6. If a candidate fails in the thesis examination, she may enroll again and will submit a revised thesis within six months after the date of declaration of the result of the last thesis examination, on payment of the prescribed thesis examination fee. She can avail this chance only once.

7. If the thesis, submitted by a candidate for final evaluation, is proved to be copied/ plagiarized at the time of viva-voce examination, it will be liable to be rejected on the report of Board of Examiners and the Controller of Examinations will declare the candidate fail in thesis examination. The admission of such candidate shall be cancelled and she shall not be readmitted under any circumstances.
8. If the thesis of a candidate is proved to be plagiarized after its evaluation and declaration of result, previous result of the candidate will be cancelled and she will be declared as fail in thesis examination. Such a candidate shall not be re-admitted to M.Phil. under any circumstances.

GENERAL:

1. The students who enroll extra semesters beyond their minimum residential requirement will not be allowed hostel accommodation.
2. After submission of the thesis, the students will not be allowed to stay in the University hostels.
3. Directorate of Advanced Studies will maintain student record for 3 years after the declaration of final result. After that period, the record may be disposed of with the permission of the Vice Chancellor.
4. Office of the Controller of Examinations shall keep scripts of students' examinations for one semester.

5.4. PhD Program

1. Examination Fee:

University examination fee shall be charged at the time of enrollment of each semester.

2. Tests and Examinations:

- a) There shall be two examinations mid and final in each semester. In addition to these examinations, the teacher shall give home assignments and quizzes etc. to the students. The form of these examinations will be left to the teacher who will be solely responsible for the conduct of examination as well as evaluation in her course. The grade given in the course by the teacher shall be final.
- b) Only those students, who have at least 75% attendance in theory and practical separately in each course, shall be eligible to appear in the final examination.

A teacher shall report to the Dean/Coordinator/Director/Principal concerned through the Chairperson/Incharge of the concerned Department the names of students who are absent from the lectures/practical continuously for seven days to enable Director Advanced Studies to strike off names of such students. She may be re-admitted under the university rules or refused admission if the reasons Advanced for readmission are not convincing.

3. The final examination for a semester shall be held on a date, time and place to be notified by the teacher in advance.
4. To pass a deficiency course, a student is required to obtain at least "C" grade.
5. The scripts of each examination shall be discussed with the students.
6. The mid-semester examination shall be held during 9th week of the semester which shall carry 30 percent of the total allocated marks for the course. This examination shall be

held by the teacher concerned who shall determine the form of the examination.

7. For the purpose of evaluation, one credit will carry 20 marks e.g. a four credit course will carry 80 marks. These marks will be divided in accordance with the credits assigned to theory and practical for each course.

8. The following weightage shall be given to the examinations and home assignments;

(a) Mid-semester examination	30%
(b) Home assignments, quizzes, presentations etc.	20%
(c) Final examination	50%
Total:	100%

(Fraction in total marks of a course will be rounded to the nearest to one decimal point).

d) Students have to appear separately in Mid-term, Final Term and Practical Examination in each course. If a student fails to appear anyone of the above mentioned examination, then she will be considered fail in that course.

9. The duration of examination shall be as under;

Mid-Semester Examination	One hour
Final Examination	Two to three hours.

10. Final examination covering the full syllabus with at least 25% of the course of mid-semester as well shall be held at the end of each semester.

11. Question paper for the mid and final semester examinations shall be set by the respective teacher. However, Chairperson/ Incharge/ Principal/ Director/ Dean/ Coordinator shall ensure the quality and standard of the question paper set by the teacher.

12. To qualify a course, it is essential to pass separately in the theory and practical examinations.

13. The teacher shall send the final award list along with answer sheets of mid, final and practical for the course to the office of the Controller of Examinations within 10 days after the end of a semester. The Vice Chancellor may condone the delay in result submission. A soft copy of the award list should also be sent to the office of the Chairperson/Incharge/Dean/Coordinator/Director/Principal of the College & Director Advanced Studies.
14. On receipt of the award lists, the Controller of Examinations shall notify the results and send copies to the Director Advanced Studies, Dean/ Coordinator/Director/Principal and the Chairperson/Incharge of the Departments concerned.

GRADE POINT AVERAGE

1. Grade point and Equivalence between letter grading and numerical grading shall be as follows:

Grade	Value	Marks%	Remarks
A	4	80-100	Excellent
B	3	65-79.99	Good
C	2	50-64.99	Satisfactory
F	0	Below 50 %	Fail

2. If a student fails to obtain 3.0 CGPA at the end of each academic year (Fall and Spring) her admission shall stand cancelled. However she may seek fresh admission.

Note: The student who avails only one regular semester (Fall/Spring) must obtain 3.0 GPA at the end of the same academic year to remain on roll.

COMPREHENSIVE EXAMINATION

1. A student admitted to the course shall take a comprehensive examination, within two semesters after she has successfully completed the approved course work. (Explanation: The comprehensive examination shall be arranged within 12 weeks while the date, time and venue of examination shall be notified within first week of the termination of each regular semester. A student will have to apply for comprehensive examination on the prescribed form at least four weeks before the examination. If a student does not apply within the specified period or does not appear in the examination, she will be deemed to have availed one chance and failed to qualify in the first attempt).
2. The comprehensive examination will cover the complete course work and shall consist of a written part followed by an oral part. It will be designed to ascertain whether the student has attained the breadth of knowledge and the intellectual maturity necessary to become a successful scholar in her chosen discipline. It will not be a mere re-examination of previous courses but will test the students' ability to integrate and assimilate the knowledge obtained from the courses, seminars and independent studies.
3. A student has to apply on the prescribed form for comprehensive examination to the office of the Director Advanced Studies (for 1st and 2nd attempts). In case the student does not apply/appear in the examination, her chance will lapse.
4. If a student does not qualify written comprehensive examination, she shall be eligible to re-appear again but only

once and within two semesters from the date of the declaration of the result of the examination.

5. A student who has passed the comprehensive examination shall be deemed to have become a candidate for admission to Ph.D. degree.

COMPREHENSIVE EXAMINATION (WRITTEN)

6. The Controller of Examinations shall, with the approval of the Vice Chancellor, notify the date, time and venue of the examination at least two weeks before the commencement of the examination.
7. Examiners for the written comprehensive examination shall be appointed by the Vice Chancellor, processed through Controller of Examinations office from a panel of examiners (three for each paper) proposed by respective Board of Studies. The number of papers shall be three.
8. Each member shall, within seven days after the receipt of the answer books, return them duly marked to the Controller of Examinations along with the award list.
9. To pass the written examination a student must secure 65% marks in each paper separately.
10. If a student fails in two or more papers, she will be re-examined in all the papers. In case a student fails in one paper, she can re-appear only in the failed paper but only once within two semesters.

SYNOPSIS DEFENSE

After qualifying the comprehensive examination (written) a student has to defend her PhD synopsis following the under mentioned procedure

- When the student is prepared to defend her synopsis (after synopsis scrutiny), the concerned supervisor will approach the Chairperson/In charge of her department for the same.
- The Chairperson/ In charge will notify the time, date and venue of the synopsis defense along with the Name of student and title of the synopsis. The copies of the notification are to be sent to the Vice Chancellor, Coordinator of the faculty, Director Advanced Studies, Controller of Examinations and Notice Board (for all interested students).
 - All PhD synopsis defense should be in the presence of Supervisory Committee and Chairperson of the department, Deans/Coordinators (or their nominee), Director Advanced Studies (or her nominee), Faculty members and senior students.
 - After the successful defense the Chairperson will notify to the DAS that the student (her name) has successfully defended the synopsis (entitled) along with the attendance sheets.
 - The final notification will be made by the Director Advanced Studies.
 - In case a student fails to defend, the Chairperson will notify the same and also notify the next date, time and venue of defense.
 - The synopsis defense has no credit hours and no course code. A candidate who has passed the comprehensive examination shall be allowed to submit thesis. But, before submission, she will have to defend thesis, at University level through video conference. This presentation shall be evaluated by the Supervisory Committee and if found acceptable, the final submission may be allowed.

PROCEDURE FOR DEFENDING THESIS

1. While defending PhD thesis by a PhD scholar in the absence of Co-supervisor/Member, the Chairperson of the Department/Director of the Institute in which student is enrolled will sign on behalf of co-supervisor or member. Note: (In case the Chairperson of Supervisory Committee is also a Chairperson of Teaching Department or Director of Institute and is on leave (within country) he must attend the PhD thesis defense and a date in this regard shall be fixed with his/her consultation.
2. For “Minor Change” in the title of the synopsis/thesis, a letter from the Supervisory Committee of the student, will serve the purpose.
3. In case of major change, the student will have to defend it again at University level and evaluated by the Supervisory Committee.
4. The student who enrolls extra semesters beyond the minimum residential period (six semesters) will have to pay full semester fee for each and every extra semester.
 - (i) The students who will enroll 9th and 10th semester in their Ph.D. program will not be allowed hostel accommodation.
 - (ii) After submission of the thesis, the students will not be allowed to stay in the University hostels.

6. LIBRARY RULES

- 1.** Silence must be observed in the study areas. Quiet talking is allowed in the Circulation Desk area. The Library staff has the right to ask the people to leave the library if they are talking anywhere in the library in a way, causing disturbance to other people working.
- 2.** Students must carry their University ID cards to enter the library.
- 3.** All library material must be borrowed out before leaving the library. Un-borrowed items taken beyond the library Gate are considered stolen. Offenders are liable to suspension and stern disciplinary action.
- 4.** Seats are not allowed to be reserved. When there is a demand for seats, Library staff can remove the unattended articles from the tables.
- 5.** Chairs and study tables should not be moved around.
- 6.** Eating and drinking in library are prohibited.
- 7.** Personal belongings (such as file covers, briefcases, handbags etc.) must be left outside the library or at the designated place. The University accepts no responsibility for personal belongings left in the library.
- 8.** Users are not permitted to use telephones (including mobile telephones) in the library. Mobile phone must be switched off in the library. Library staff is not permitted to accept private telephone messages with the exception of emergency calls.

- 9.** Students are advised not to write on, tear off, or deface library material (books, furniture etc.) by ballpoint, marker, pen, pencil etc.
- 10.** If the Librarian or other Library Staff has reasonable grounds to suspect that a breach of library rules is being committed he or she has the power to require that any person who is present in, or is leaving or attempting to leave the library, shall demonstrate to the satisfaction of the Librarian or Library Staff that he or she is not in possession of any book(s) or other item(s) of library property.
- 11.** No users of the library shall enter areas of the library designated by the Librarian “not for public access”, unless accompanied by a member of the Library staff.
- 12.** Library material is issued for the following duration:
- 13.** Reference material will NOT be issued.
- 14.** Renewal of borrowed books cannot be claimed as a right. Priority would be given to those in the waiting list, if any.
- 15.** Borrower must return or renew all library material promptly. Borrowers should ensure that the material is returned by the due date, otherwise fines will be imposed.
- 16.** A fine of Rs. 5 per day would be charged for each book or audio/video material returned after the due date. This fine can only be waived off by written permission of Director or delegated authority.

- 17.** If an item is found damaged at the time of its issue, the student must immediately inform the library staff about it and get it noted in the register.
- 18.** If an item is lost, then the borrower must replace it. If an item is not found from local market then the double cost of the item will be charged.
- 19.** Borrowers shall be responsible for any damage to the borrowed items. The librarian can ask the borrower to replace the damaged item with the same item in excellent condition.
- 20.** Members must notify the library of any change in their postal or email addresses.

Theft of library material is a major offence that may result in immediate expulsion from the University. Violation of any of the above rules may result in either termination of the library membership for the semester or imposition of fine.

Library Services:

- Online Booking and Reservation of Library Material Digital Library
- Online Public Access Catalogue (OPAC) of Library Resources
- Electronic Journals and Databases
- Audio/Visual Facilities
- Sophisticated Computer Systems for Research and Use for Digital and Electronic Resources
- Wireless Internet Connection

7. COMPUTER LAB RULES

Students must cooperate with lab staff to run the lab operation smoothly and amicably.

1. No drinks & food stuff is allowed in the labs.
2. Use of Mobile phones inside the lab is strictly prohibited.
3. Relocation of the lab equipment is strictly prohibited.
4. No personal equipment without prior permission of Lab In-charge can be brought or installed in the computer labs.
5. Students should be seated properly while using the computers and must tidy up the chairs and keyboard drawer while leaving.
6. No loud talking, noisy behaviour or music is allowed in the labs.
7. No Chatting (e.g. Yahoo & MSN Messenger etc.) is allowed.
8. Lab facilities are for academic use only as per the Fair Use Policy, therefore, **No computer games are allowed in the labs.**
9. During scheduled lab hours, labs are available only for the scheduled class and unavailable for others.
10. No outsider(s) without permission is/are allowed in the labs.
11. No students are allowed to enter and use the facility without the GCWUF ID cards.
12. Lab Administrator has the right to ask you to leave.
13. Any facility offered in the lab can be revoked/denied without prior notification.

8. STUDENT FACILITIES AT CAMPUSES

GCWUF is fully equipped with pertinent facilities required for a conducive learning environment like, cafeteria/restaurant, transport facility, sports facilities, library, learning management system etc. In-Campus Hostel Facility is also provided.

STUDENT FINANCIAL AID OFFICE:

To assist economically marginalized students, the university has established Students 'Financial Aid Office' (SFAO) which deals with the applications launched by financially disadvantages students. SFAO ensures that no student should leave the University without a degree only because of financial constraints.

The university offers various scholarships and financial aids to its students, both on merit and need basis. These full and partial scholarships are provided by the university as well as by other funding agencies.

Scholarships Available in GCWUF

- HEC NEED Based Scholarships
- University Need Based Scholarships (GCWUF)
- INTERLOOP Scholarships
- Punjab Educational Endowment Fund (PEEF) Scholarship
- Student Advancement Fund Evolvment
- MORA Scholarships
- Faisalabad Merit Scholarships
- Pakistan, Bait-ul-Maal
- Killa Gift Fund Trust Faisalabad

- Sitara Chemical Scholarships
- Orkazai Agency Scholarships
- Ministry of Religious Affairs & Interfaith Harmony Scholarships (Minority Basis)
- Dalda Scholarships
- Rafhan Maize Scholarships

Note: Students should apply for Interloop Scholarships along with submission of admission forms. For further information visit website (www.interloop-pk.com) or contact at Ph. No.041-4360400 Ext: 8301, 2020.

HOSTELS:

Govt. College Women University Faisalabad offers the hostel facility for those students who reside outside Faisalabad city. Graduate and undergraduate students who want to avail this opportunity are suggested to apply on prescribed form. Just after securing the admission, students have to submit the application form in the office of the chairperson hall council duly filled and verified by concerned head of department. Students have to follow the rules and regulations issued for the hostilities.

In case of any violation, allotment of hostel will be cancelled with confiscation of all types of deposited hostel dues.

Mess facility is provided to all the boarders of hostel; it includes breakfast, lunch and dinner. Food court is fully functional; students can enjoy their food in a comfortable environment.

R.O. WATER AND FILTRATION PLANT:

GCWUF, in collaboration of Sarwar Foundation, has managed to construct a R.O plant at main campus. Currently, three R.O Plants

and one filtration plant are functioning in Government College Women University, Faisalabad. They have a capacity to store 3 tons of water collectively. Almost 17000 day scholars and hostel students, 500 faculty members, 300 non-teaching staff and general public outside university are provided with safe drinking water via these plants.

Ground water is purified and converted into drinking water through R.O Plants and filtration plants. They work on WASA water. Water tanks are regularly washed by ALUM solution on monthly basis. Water samples are tested chemically and biologically on monthly basis and reports are found up to the mark. TDS level of drinking water is maintained from 210 to 280 and ph. level of 6.8-7.5, which is within the safe limit. R.O plants are repaired according to need. Membrane of one ton R.O plant was changed recently.

By the time chemical analysis is done by a well reputed company (AQUA Engineering) and biological analysis is done by university itself in the laboratory of food science and technology. In future a special lab is going to be established for chemical analysis of water samples from R.O plants. These R.O plants are also inspected and licensed by Punjab Food Authority.

This R.O Plant not only serves university students but also provides safe drinking water to general public outside the university as a link is provided to outer wall of university and taps are attached there.

CANTEEN:

University canteen offers hygienic and fresh food including fruits and vegetables, fresh juices, milk based products like shakes, Ice creams and Smoothies. Quality of food is maintained at campus. It sometimes affects manufacturing cost and sale rates of products available at canteen as compared to those in open market. Food is

served in disposable plates. A separate ticketing counter and cash counter make the system of the canteen well organized.

Transportation:

Currently there are three buses on three different routes (that cover the whole city Faisalabad) but keeping in view the prospective students the travelling routes will be increased and fleet of buses will also be increased to 05 more with 01 ambulance and 05-07 more cars for University affairs.

Disease Prevention and Monitoring Cell (DPMC):

Government College Women University has implemented a comprehensive mechanism for safe reopening of university under Disease Prevention and Monitoring Cell. Following measures have been taken under this cell.

1. **Disinfectant sprays:** The disinfectant sprays are made to disinfect offices, washrooms, class rooms, chairs, tables, grounds and the whole university on a weekly basis by Estate department. Disinfection has also been done at departmental level on daily basis.
2. **Provision of Face Masks:** The students /faculty without wearing masks cannot enter into university. The masks are being provided at each department for faculty and students
3. **Provision of Hand Sanitizer by the GCWUF:** To ensure safe health conditions, the hand sanitizers are provided by the GCWUF to each department for disinfecting hands after regular intervals.
4. **Health measure Committee:** Health measure committee has set up a help desk at dispensary with adequate information about this prevalent malaise. Screening has been started for students, teaching and non-teaching faculty.

5. **Monitoring Committee**: Monitoring committee holds frequent visits of different departments, academic blocks, play area, library, canteen and food court of University to ensure the implementation of the standard operating parameters of Covid-19.
6. **Cleanliness Committee**: Cleanliness Committee ensures the cleanliness of whole Campus to ascertain a clean environment for students free of any contamination caused by germs and bacteria.

SECURITY:

The security system of Government College Women University Faisalabad has improved substantially to conduct a thorough security evaluation. In the backdrop of Covid-19 SoPs, special security measures were taken for the implementation of social distancing, checking of temperature at entry gates, wearing of face masks and maintenance of a standard system of cleanliness. All students are expected to adhere strictly to the SOPs of Covid-19 during the stay at campus.

GYM:

Government College Women University Faisalabad reflects seriously about the fitness of its students and faculty. This commitment is best demonstrated in the establishment of University Gym. The Gym offers following equipment:

- Stepper
- Twister
- Butterfly
- Treadmill
- Yoga Fitness Mat
- Cycler

- AbExer
- Cycle

These equipment help to increase the cardiovascular fitness. It increases muscle strength, improves the quality of mood & brain function, makes bones strong by increasing longevity and decreasing weight.

SOCIETIES FOR EXTRACURRICULAR ACTIVITIES

Multiple societies are functionalized at GCWUF to explore the hidden talent of students. These societies are activated to design diverse opportunities for the mental and spiritual development of the potential participants. They further aim to boost the confidence level of students ultimately leading them to self-dependency and brighter prospects of employability.

Detail of Societies and Clubs available at GCWUF are mentioned below:

1. Qiraat & Naat Society	13. Drug Abuse Control Society
2. Debating Society	14. Media Society
3. Literary Society	15. Stage Management Club
4. Dramatic Society	16. Writers Club
5. Art Club	18. Road Safety Club
6. Character Building Society (NAB)	19. Social Activist Club
7. Horticultural Society	20. Food Management Society
8. Business Society	21. Quiz Society
9. Cultural Society	22. Girls Guide Society
10. Blood Donor Society	23. Pak-China Business Forum
11. Scientific Society	24. Bazm-e-Rumi-o-Iqbal

12. Music society	
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Masjid:

A Masjid occupies an important position in the daily life of all Muslims. Besides being a place of worship, it also serves as community center where Muslims can socialize in an environment that is free of judgment, harassment or discrimination.

The masjid in GCWUF has been designed and laid out keeping in view the needs of students and includes facilities for ritual ablution as well academic research.

It provides a quiet place for students to pray, meditate, read and reflect during breaks. The building is carpeted for prayer purpose and comfortable cushions have been placed along all walls for researchers to sit in calm and peaceful environment.

Jinnah Auditorium:

Jinnah Auditorium acts as a pivot for all academic and co-curricular activities and events that take place on the campus.

The recently renovated auditorium has an advanced lighting and sound system and has capacity of accommodating 500 people at a time.

It allows GCWUF to host numerous events such as conferences, speaker sessions, musical performances, and theatre plays. The entire place is fully air-conditioned with a dedicated power back-up, equipped with modern projection and audio systems with access to the internet.

