

KARACHI INSTITUTE OF ECONOMICS & TECHNOLOGY

ADMISSION POLICY - For the Year 2020-21 During COVID-19 Pandemic

Introduction

In the wake of COVID-19 pandemic, if the lock-down and closure of the Institute continues, following policy on Admissions at KIET will be applicable:

KIET is amongst the few universities which are successfully imparting online education during the COVID-19 outbreak period. This has been made possible due to our sophisticated IT-infrastructure coupled with our existing Learning Management System and dedicated Team of Faculty & Staff.

As soon as the lock down and closure of educational institutes was announced by the government, KIET immediately switched its academic operations to online system in order to safeguard the educational interest of our students. Few weeks later, HEC directed all universities to shift to online learning, in accordance with the HEC On-line readiness guidelines issued time to time. To address the extraordinary circumstances arising from the COVID-19 closures, KIET has formulated the following policies & Procedures:

Admission Process

Admissions shall be given on **merit** determined by past academic performance and online admission test score. Due to the current challenge of COVID'19 the admission system is also moving online for which a redesigned and reengineered online admission form has been developed. Following procedure will be adopted for processing the Admission Applications:

Application Submission

- Prospectus can be downloaded from **pafkiet.edu.pk/prospectus/**
- Admission Application Form is available on **pafkiet.edu.pk/apply**
- An admission application processing fee of Rs. 1500/= (non-refundable) can be deposited via online transfer to HBL account number 00427901561303 or through pay order of Rs. 1500/= in the name of PAF-KIET.
- While filling the application, use your name as it appears on your matriculation or O-level certificate. HEC does not accept any change in name, when degrees are submitted for attestation.
- Due to the high number of applications received each year, candidates are advised to apply in more than one program separately.

Required Documents

A candidate is required to provide attested photocopies of his/her ID card or B-Form, marksheets of matric and intermediate and bachelor (for Master candidates) degrees and two passport sized color photographs. These documents must be attached with the printed

admission form duly and properly filled. Candidates may be asked to produce original documents if required.

Clear snapshots / scans of the required documents can be sent via email address admissions@pafkiet.edu.pk (Please mention your application number in subject of email). Applicant can also send the documents and pay order at the address “**Karachi Institute of Economics & Technology, Main Campus, PAF Airmen Academy, Korangi Creek, Karachi 75190**” through post / courier services.

Submission of any unreadable, forged or tampered document, is strictly prohibited. Such candidates shall be blacklisted for admission in any of our programs. In such case, university reserves the right to inform the Higher Education Commission, Pakistan and law enforcement agencies.

Academic Requirements

Candidates who are waiting to take exams or waiting for exam results and are in final year of Intermediate / A Level or Equivalent are eligible to apply for admission at KIET, subject to meeting the other eligibility conditions mentioned in the Prospectus. However, such candidates shall have to complete the due process of admission (Test & Interview).

The status of admission of such students shall remain “Provisional”, subject to appearing in the HSSC / A-level or equivalent final year exams in session 2020 and submitting the results by 15th January 2021.

The admission shall be canceled as under:

- If the student fails to submit the results before the dead line.
- If the student fails to get the desired grades (percentages) as required for the admission in the program in which he/she was admitted. Please refer to the Prospectus.
- Admission will be confirmed once the student meets the required admission criteria.

Eligibility Criteria for Undergraduate Degree Programs:

Applicants must have 50% (min 60% in case of BE programs) or higher marks in Intermediate board certificate, marks obtained in 1st year shall be considered for both 1st & 2nd year. Applicants below 50% marks, but meeting the 2nd division criteria in Intermediate may be considered for admission if they score above average in online admission test. Students of A-Level and other equivalent foreign degrees are required to provide the equivalence document from IBCC within the duration of their first semester.

Eligibility Criteria for Masters Degree Programs:

Applicants must have 50% or higher marks in Undergraduate degree program. Applicants below 50%, marks but meeting the 2nd division criteria in undergraduate may be considered if they score above average in online admission test.

Online Admission Test

Admission test is a **compulsory requirement**, candidate must pass the online admission test with minimum 40% marks to qualify for merit list.

Following primary elements will be assessed in the online admission test:

1. Capability in English (Grammar and Comprehension)
2. Mathematics (Quick Maths and Word Problems)
3. Physics (for BE programs candidates)
4. Exposure to IT and Introduction to Computer Sciences (for CS candidates)
5. IQ and General Knowledge

Merit List

Merit list will be prepared according to the defined criteria where Matriculation and Intermediate marks get weightage along-with online admission test performance. Merit list of applicants' formulates on the basis of following components:

Undergraduate Degree Programs of Management Sciences

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| 1. SSC or equivalent examination marks: | 30% |
| 2. HSSC or equivalent examination marks: | 30% |
| 3. Online admission test score: | 40% |

Undergraduate Degree Programs of Computer Sciences

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| 1. SSC or equivalent examination marks: | 20% |
| 2. HSSC or equivalent examination marks: | 30% |
| 3. Online admission test score: | 50% |

Undergraduate Degree Programs of Engineering

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| 1. SSC or equivalent examination marks: | 10% |
| 2. HSSC or equivalent examination marks: | 40% |
| 3. Online admission test score: | 50% |

Masters Degree Programs

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| 1. SSC or equivalent examination marks: | 10% |
| 2. HSSC or equivalent examination marks: | 20% |
| 3. Graduate or equivalent examination marks: | 30% |
| 4. Online admission test score: | 40% |

Temporary Admission Status for Result Awaiting Students

Provisional admissions shall be given to all candidates fulfilling the merit requirements and will be confirmed as soon as the result declared or concrete decision announced by the relevant Government body. The provisional admission shall stand cancelled forthwith if a candidate fail to attain the requisite percentage in the last academic examination and any refund of the fee would be in accordance with "HEC National Policy on Fee Refund".

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