



GOVERNMENT COLLEGE WOMEN UNIVERSITY FAISALABAD

Registrar Secretariat (Academic Branch) acad.registrar@gcwuf.edu.pk

Ref: No. GCWUF/Reg./Acad./ 25 / 1977

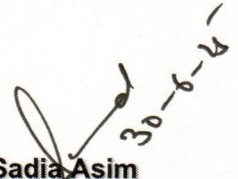
Date: 30 / 06 / 2025

10th Academic Council (Current No. 03)

NOTIFICATION

The Syndicate, in its 20th meeting held on 26-05-2025, has approved the recommendations of the 10th meeting of the Academic Council held on 11-07-2024, regarding the revised migration rules for graduate students (**copy attached**), along with the following suggestions/ additions:

- i. These Rules are only for Undergraduate female students, and no migration will be allowed for Graduate and Postgraduate students.
- ii. If any student wants to migrate from GCWUF to another constituent college, private college, Public Sector University, or any other institution, an NOC may be issued to her upon request.


Dr. Sadia Asim

Registrar /

Secretary, Academic Council

Copy for Information & Necessary Action to:

1. Pro-Vice Chancellor, GCWUF
2. Director Academics, GCWUF
3. Coordinators of the Faculties, GCWUF
4. Chairpersons / Incharges of Academic Departments, GCWUF
5. PS to Vice Chancellor, GCWUF
6. PA to Registrar, GCWUF
7. Academic Council / Case file.

**REGULATIONS RELATING TO MIGRATION OF UNDERGRADUATE STUDENTS FROM
OTHER PUBLIC SECTOR UNIVERSITIES/DEGREE AWARDING HEIs (MAIN CAMPUS)
TO GOVERNMENT COLLEGE WOMEN UNIVERSITY FAISALABAD AND VICE VERSA**

<u>1. Short Title and Commencement:</u>	1.1 These regulations will be called "Regulations Relating to Migration of Undergraduate Female Students from other Public Sector Universities/degree awarding HEIs (only main campus) to GCWUF main campus and vice versa. 1.2 These Regulations will come into force on the date of approval of the University Syndicate.
<u>2. Application:</u>	These regulations shall apply to: 2.1 The student(s) desiring migration from Public Sector Universities/degree awarding HEIs (main campus) to GCWUF and vice versa.
<u>3. Definitions:</u>	In these Regulations, unless the subject or context otherwise requires, following expressions shall have the meanings hereby respectively assigned to them, that is to say: 3.1 "HEI" means Higher Education Institution recognized by the HEC for award of degree 3.2 "GCWUF" means, Government College Women University, Faisalabad; 3.3 "Affiliated College" means, an educational institution affiliated to the GCWUF but not maintained or administered by it; 3.4 "Constituent College" means, a college maintained and administered by the GCWUF; 3.5 "Sub-campus" means, a campus college or institution maintained and administered by the GCWUF; 3.6 "Chairman" means, head of the teaching department; 3.7 "Dean" means, the Academic Head of Faculty/Chairman of the Board of Faculty; 3.8 "Director" means, the Head of the teaching division / institute / directorate of the GCWUF; 3.9 "Government" means, any Provincial or Federal Government; 3.10 "Migration Committee" means, the committee constituted under the relevant regulations to deal with the migration cases of students. 3.11 "Parent University" means, the university whose student is seeking migration; 3.12 "Prescribed" means, prescribed by statutes, regulations or rules; 3.13 "University" means, the University recognized by the HEC for the award of degree. 3.14 "Regulations" means, the regulations made under the GCWUF Act-2012 and GCWUF Service Statutes-2021; 3.15 "Vice Chancellor" means, the Vice Chancellor of the university;
<u>4. Procedure for Migration/Shifting:</u>	<i>The following procedure will be followed to process the cases of migration of undergraduate students from other Public Sector Universities/degree awarding HEIs (only main campus) to GCWUF:</i>

- 4.1** A. A student who wants migration from other Public Sector Universities/degree awarding HEIs (only main campus) to GCWUF (main Campus) in any undergraduate degree program shall apply with genuine/cogent/plausible reasons through the Vice Chancellor of his parent University or head of the parent institution on completion of at least one Academic Year in that University on the prescribed proforma for undergraduate degree program (**Appendix-I**).
- B. to be considered for migration, the student must fulfil basic eligibility criteria at GCWUF. Merit will be determined according to the prevailing guidelines approved by the relevant statutory bodies of GCWUF. The applicant must fall within the GCWUF's merit requirement of 1st semester of the year in which the student had got admission at his/her parent Institution in undergraduate degree program.
- C. Migration committee may consider credits earned by a student at other Universities, on the recommendations of relevant Board of Studies/ /Equivalence Committee provided that the contents of the course(s) for which credit is claimed, are identical or similar to the "Scheme of Studies" at undergraduate level. The Migration Committee may seek the advice from relevant Board of Studies (BOS), if required. The BoS may recommend deficiency courses (if required).
- D. The migration shall only be allowed in the same degree with same nomenclature in parent university and GCWUF.
- 4.2** The requests for migration of the students admitted on any type of quota basis will not be entertained.
- 4.3** A. The concerned parent university will forward the application of student along with her examination record, educational testimonial, conduct and character report, detail of course contests and any other available information about the student.
- B. In case of students from other provinces, no objection certificate (NOC) by the parent Intuition and administrative Departments of both the Provincial Governments shall be required.
- 4.4** The request of the applicant so received will be placed before the Migration Committee of GCWUF.
- 4.5** Migration Committee will formulate its recommendations after evaluating the eligibility, request /grounds for migration submitted by the student and all other documents/report sent by the parent University.
- 4.6** Migration will be admissible within thirty (30) days after commencement of the semester.
- 4.7** The recommendations of the Migration Committee after due recommendation of equivalence shall be routed through the Registrar's Office for notification.

4.8 After having approval of the Vice-Chancellor, the Registrar office will issue migration notification with the terms and conditions as mentioned below:

4.8.1: She will pay admissible dues of the semester of the relevant degree program at the time of enrollment.

4.8.2: She will submit the documents in original of the official transcript record and course contents of all the previous semester(s) completed at her parent university. These documents will be submitted along with the application. She will, however, herself be responsible for lecture shortage, if any at the end of semester.

4.8.3: She will submit attested copies of her educational documents and photographs in office of the Directorate of Academics, GCWUF for record immediately after approval of her case.

4.8.4: The GCWUF will get verified the Matric and Intermediate certificates of the concerned student from the respective Board and fee for the said purpose will be paid by the student. In case, the certificates have already been verified, the student will have to submit the copies of verification certificates and verified certificates.

4.8.5: She will have to study deficiency course(s), if any, to be determined by the concerned Board of Studies (BOS).

4.8.6: She will abide by the statutes and regulations of the GCWUF, and other rules/ regulations framed or to be framed by the University from time to time.

Note: The terms and conditions may be revised by the Vice-Chancellor at any stage, even while the case is under process and the Vice-Chancellor may regret the migration request without assigning any reason.

The following procedure will be followed to process the cases of migration of undergraduate students from GCWUF to other Public Sector Universities/degree awarding HEIs:

4.9 A student who wants migration from GCWUF to other universities will submit her application thirty (30) days before the start of semester to the Migration Committee with specific grounds/circumstances/justification, having minimum CGPA 1.75/4.00.

4.10 The Migration Committee will formulate its recommendations and forward the same to the Registrar for further processing. The Registrar's office will submit the recommendations of the Migration Committee to the Vice-Chancellor for consideration / approval. The Registrar will process the cases of undergraduate students and send them to the concerned host university with the approval of the Vice Chancellor.

4.11 On approval of Migration, the concerned student will be issued a Migration Certificate by the office of the Registrar on production of Clearance Certificate from all concerned offices.

4.12 The students admitted on quota basis will not be allowed to migrate.

5. Eligibility Criteria/conditions from other Universities:	5.1 (a) The applicant seeking migration must fall within the admission merit in morning session OR in evening session, whatever the case may be, of GCWUF in academic session in which she had sought admission at her parent institution. 5.2 The student who wants migration in GCWUF must be from <i>other Public Sector Universities/degree awarding HEIs (Main Campus)</i> accredited by the relevant accrediting/regulatory body. 5.3 She must have obtained minimum CGPA required as per GCWUF prevailing Rules. 5.4 No major/minor penalty was imposed during her studies and bears good moral character at parent University. No migration shall be permissible during first academic year and last academic year of the degree program.
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CHARACTER CERTIFICATE FROM PARENT INSTITUTE /UNIVERSITY

Certified that the applicant bears good moral character and has not been debarred from taking University examinations or suspended or not expelled or rusticated form University or Institution that no disciplinary action is pending against him. The applicant has never been involved in any indiscipline or unfair means case during her stay at this Institution. She was never a member of any political group. I also certify that the applicant was not admitted against any reserved seat for special categories or in quota.

**Signed by: Registrar
(With Official Seal)**

Date: _____

CONDITIONS FOR MIGRATION

- i. The student will pay admissible dues of the semester of the relevant degree program at the time of enrolment.
- ii. She will submit official transcript record (in original) of all previous semester(s) completed at her parent university alongwith application. She will, however, him/herself be responsible for lecture shortage, if any.
- iii. She will submit attested copies of her educational documents and photographs in the office of Director Academics for record immediately after commencement of regular classes in this university.
- iv. She will abide by the statutes and regulations of parent University relating to degree program awarded by the university and the GCWUF Regulations and other Rules / Regulations framed by the University from time to time.
- v. The concerned office of the parent university will submit a certificate to the effect that the intermediate certificate of the concerned student has been got verified from the concerned educational board and found correct / genuine (in condition of already verified the student will be provided the copy of verification certificate).
- vi. The Student will be provided NOC from parent University in original.
- vii. She will have to study deficiency course(s), if any.

Signature of Student: _____

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Appendix-I

**APPLICATION FORM / PROFORMA FOR MIGRATION OF STUDENTS FROM OTHER PUBLIC SECTOR
UNIVERSITIES (MAIN CAMPUS) TO GCWUF**

Student Name: _____ . Father's name: _____	
Marks obtained Matric: _____ out of _____. Intermediate _____ out of _____	
Entry Test/GAT/GRE/MCAT Marks out of , etc.: _____	
Weighted percentage(Matric+ Inter. I st year+Test) (if any) _____	
Disability (if any): _____	
Name of parent University: _____	
Current Degree Program: _____ Current Semester: _____	
Session / Year in which got admission in parent university: _____	
Last Completed Semesters: _____ CGPA in the semester last attended: _____	
Percentage in the semester last attended: _____	
Accredited / approved by the relevant council (in case of professional degree): _____	
Name, Designation and contact number of Focal Person of Parent University (in case of any query)	
Student's Residential Address: _____	
Domiciled: _____	
Student Contact No (Landline): _____ (Cell): _____	
Email Address: _____	
Father / Guardian Contact No. (Landline) _____ (Cell): _____	
Email Address: _____ Fax No. (if any) _____	
Reasons for Migration to this University:	
I solemnly declare that I have carefully read overleaf conditions and fully agree with them:	
SIGNATURE OF THE FATHER/GUARDIAN Documents to be forwarded by the parent university: 1. Complete Examination Record of the Student 2. All Educational Testimonials 3. Conduct and Character Certificate 4. Certificate that student is recipient of any scholarship or financial assistance from university or any other donor agency or not. 5. Evidence to support the reason for migration 6. NOC in original 7. Detail of Course Contents duly verified concerned Chairperson / Incharge Academic Department	SIGNATURE OF THE STUDENT
<i>Note: The application form complete in all respect should be submitted to Registrar's Office, GCWUF.</i>	
Recommendations of the Migration Committee:	

On Stamp paper worth Rs.200/-

UNDERTAKING

I have read the details given in application form for migration of students. I hereby apply for admission to the undergraduate degree program at GCWUF as a migrant student and certify that, to the best of my knowledge, all the information provided in the application and documents supplied are complete and correct. I also declare that I have never been involved in any illegal activity. I understand that any attempt to influence the admission process or providing false or incomplete information would result in my disqualification or dismissal from the program at any stage.

Applicant's Signature: _____

Applicant's Name: _____

Applicant father's Signature: _____

Applicant father's name: _____