

MBBS Migration Policy

Sponsored by NSHS

General

1. This policy is being adapted as per the guidelines of PM&DC.

Purpose

2. To handle the cases of UG MBBS students requesting for migration to/from NUST to/from Local/ foreign educational institutions, a policy/standing operation procedure (SOP) has been formulated (subj. to change as per PM&DC Admission & transfer regulation). All migration requests will be evaluated & processed in the light of this policy by the migration committee.

Scope

3. This policy will be applied to all the MBBS students enrolled at NSHS.
4. **Objectives of Migration Policy**
 - a. To offer a clear procedure for migration of medical students from NSHS to another Medical College in Pakistan and vice versa.
 - b. To provide guidelines for processing the migration cases.

Implementation of the Policy

5. This policy will be implemented in 3rd year MBBS as PM&DC does not allow migration in the first two years of MBBS.

“No transfer/ migration shall be allowed in the first 2 years of MBBS program”

[PM&DC Medical & Dental Undergraduate Policy & Regulations 2023 section

17(1)]

Salient Aspects

6. Procedures and Guidelines of Migration Policy: The salient features of this policy are:
 - a. Migration will only be allowed from a PM&DC recognized Medical college to NSHS and from NSHS to another PM&DC recognized Medical college at the same level and in the same program (i.e. from MBBS to MBBS).

- b. The applicant should be enrolled in his/her parent institute at the time of Migration.
- c. Migration will only occur if the student has fulfilled all the requirements of curriculum for that specific academic year with documentary evidence in the form of transcript from the parent institute.
- d. Migration request will be considered only if student has passed 2nd Professional MBBS examination.
- e. Migration will be allowed with the written consent of both the Principals and Universities.
- f. Migration will only be allowed if it does not result in an increase in the PM&DC allocated strength of students in the class / Institution. It will be applicable only if a vacant seat is available.
- g. Mutual migration of students shall not be allowed.
- h. In case, two or more applicants are desirous of Migration against a single seat then merit will be followed, according to marks obtained in last Professional Exam of MBBS. In case of a tie, marks of SSC/HSSC/Equivalent will be considered.
- i. An application for migration will be submitted by the student himself / herself and not through a nominee or relative.
- j. Migration will not be allowed to a student who has been debarred from taking the Professional/Internal Examination or has been expelled or rusticated as long as the punishment remains enforced.
- k. A student permitted for migration from another medical college will have to report for admission in the same class and give an undertaking to follow the fee structure of NSHS (in case of disparity of fee).
- l. Candidates applying from abroad must ensure their institute is accredited from respective accreditation body and the case will only be considered if it is applied within 2 months of initiation of session along with valid NEB result.
- m. The NSHS shall always publicly display on its website any vacant seats available in each year of the program and shall inform PM&DC within fourteen days of such vacancy occurring.

- n. Tuition fee and other administrative charges will be charged as per the fee policy of NSHS for the respective year.
- o. The Curriculum of the previous institute of the applicant must be 70% in line with the NSHS curriculum.
- p. If a foreign applicant is from a non-PM&DC recognized institute but has qualified and is allowed by PM&DC, he/she shall be considered for migration.

7. **Migration from NSHS to other Medical Institution**

- a. Student seeking migration shall submit a formal application on a prescribed form to the Principal Office.
- b. The case of migration shall be discussed in the migration committee chaired by Principal.
- c. The student shall submit a migration processing fee (as per NUST policy) after receiving approval from migration committee.
- d. Migration application will not be allowed unless the student has cleared all the College/ hostel dues.
- e. After completion of migration process, Registrar office will inform the PM&DC for cancellation of the registration number of migrated student within fifteen days.
- f. If a student, having obtained admission, seeks to leave a program during the session, the college shall have the right to adjust the tuition fee already paid pro-rata to the period spent by the student in the program, along with the penalty not exceeding 10% of the total annual tuition fee.

Documents Required for Migration

8. Migration cases will be processed after receipt of the following documents from the student:
- a. No Objection Certificates from the accepting and relieving Colleges/ Institutions.
 - b. Detailed attendance record from the previous medical college.
 - c. Official Transcript/DMCs of professional exams taken at Parent University.
 - d. Photocopy of Mark sheets of Matric and F.Sc / Equivalent examinations and equivalence certificates from IBCC.

- e. Character Certificate from Parent University.
- f. Downloaded Migration form from Official website of NSHS.
- g. In case of Foreign students, valid NEB result.

Comments of Academics Directorate

9. The proposed policy was deliberated and endorsed by UCAP held on 2 Feb 2024.

Recommendation of Academics Directorate

10. Proposed MBBS Migration Policy is recommended for approval with immediate effect.