

SOP FOR SCHOLARSHIP / FINANCIAL ASSISTANCE MBBS STUDENTS
HITEC-IMS (MEDICAL COLLEGE)

Ref No. SA-F-01 dated 30th June, 2025

1. **General** In the light of clause 23, section 2.7 (Management Session), PM&DC "Accreditation Standards / Inspection Proforma for Medical College – 2024, "Does the budget have resources for financial support of students, with minimum **5% deserving students** with **good academic record** as determined by scholarship awarding committee getting 25% discounts".
2. **Purpose of Policy**
 - a. To fulfill Pakistan Medical and Dental Council (PM&DC) directions that, any private medical college must give financial support to students.
 - b. To encourage the efforts of students for their extra ordinary academic performance.
 - c. To facilitate parents by providing them an opportunity to ensure study continuation of their wards without financial hustle.
3. **Categories of Scholarship / Financial Assistance**
 - a. Financial Assistance as per PM&DC direction.
 - b. Scholarships / Cash Award.
 - c. Beneficiaries (HIT, POF, NESCOM, & PMO wards).
4. **Scholarship / Financial Assistance Award Committee.** A Committee will be constituted every year on Principal's orders.
5. **Actions by Student Affairs Department & Finance Department**
 - a. On receipt of annual professional results, the Student Affairs Department will carry out scrutiny of the results.
 - b. Student Affairs Dept will convene the meeting of Financial Assistance / Scholarship Award Committee.
6. **Actions by Examination Cell (HITEC-IMS)**
 - a. Shall provide the position holders names (1st, 2nd & 3rd).
 - b. Shall provide the distinction holders names.



7. **Scholarship / Fee Concession Policy**

- a. Only 5% deserving **applicant** MBBS students (including HIT, HITEC, HITEC-IMS (Medical & Dental College), POF, PMO, NESCOM wards & special case if any) with **good academic record of each class shall be given scholarship / fee concession.**
- b. Scholarship / Fee concession will be given as decided by the committee in the light of PM&DC instructions to the deserving students and decision of Principal will be final.
- c. Confirmation letter (as per Anx A) from HIT, POF, PMO & NESCOM will be sought on 15th March every year.
- d. **Attendance** shall be counted till **31st March** every year.
- e. The Scholarship / Financial Assistance case shall be finalized by **30th June**, every year.
- f. The beneficiaries of the first-year MBBS program will receive a tuition fee concession (except W&R quota students) based on their NUMS aggregate percentage, filling the vacancies as outlined in the agreement with HITEC-IMS. However, starting from the second year of the MBBS program, the concession will be determined by the student's last annual professional result." Detail is as under :-
 - (1) **HIT / HITEC / HITEC-IMS (Medical & Dental College) Wards.** (linking of continuation of concession with academic performance) as under:-

(a) Grade 1-16	50% of tuition fee
(b) Grade 17 and above	35% of tuition fee
 - (2) **POF Wah Wards.** Two students per batch duly nominated by POF Board will be entitled for fee concession (**in tuition fee**) as per rules applicable to HIT employees.
 - (3) **PMO Wards.** (only 5 students as per merit) 25% & 50% to officers & staff respectively in tuition fee
 - (4) **NESCOM Wards.** 25% discount **in tuition fee** shall be given to wards of officers (BPS-17 & above) and 50% discount **in tuition fee** to wards of staff (below BPS-17) to only **5 x NESCOM wards as per merit.**



(5) **Special Case.** Any MBBS student referred by the competent authority will also be considered for fee concession.

- g. Fee discount shall be offered upto the maximum limit as required by PM&DC. In case of the discount exceeding the limit, as laid down by PM&DC, then the discount shall be offered on pro-rata basis to all categories (HIT, PMO, POF, NESCOM Wards & special case if any).
- h. After the distribution of amount for (HIT, PMO, POF, NESCOM Wards & special case if any) the remaining amount shall be distributed among the students (good academic record / NUMS aggregate percentage), on pro rata basis.
- i. If a student is eligible for taking scholarship / concession from more than one institution, then the student shall be **given the scholarship of the higher amount.**

8. Scholarship / Cash Award (Endowment Fund)

- a. Student securing overall **first, second & third position** in Annual Professional Examinations will be given cash or utility item like Tablet / Laptop etc. of worth rupees **100,000/-, 75,000 & 50,000/-** respectively.
- b. If **two or more** students achieve the same position, **they will all receive an equal prize.**
- c. Any student securing **Distinction** in **University exam** will be awarded certificate.
- d. If a student migrates within NUMS affiliated medical colleges and secures medals or awards, their name will be included in the graduating list. If the student plans to receive medals from the present college, they may be included in the graduating list, but the medals will be provided by HITEC-IMS (Authority:- NUMS SOP for medals / awards received under NUMS Sectt ltr no. 17/Registrar/NUMS dt 4th March, 2024).

9. Ineligibility (for all categories)

- a. Any student who was **detained** including HIT, PMO, POF, NESCOM Wards & special case if any.
- b. Involved in any **disciplinary case.**
- c. Having **attendance less than 90%.**



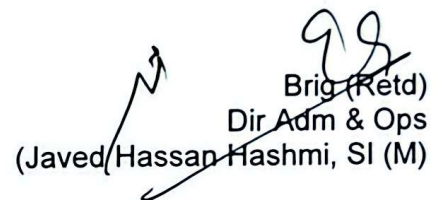
- d. Only wards of **serving employees (on merit)** of HIT, PMO, POF & NESCOM will be entitled for fee concession. Fee concession **will be discontinued if the employee retires, posted out or dies** during the course of studies.

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Dated: 30th June, 2025

