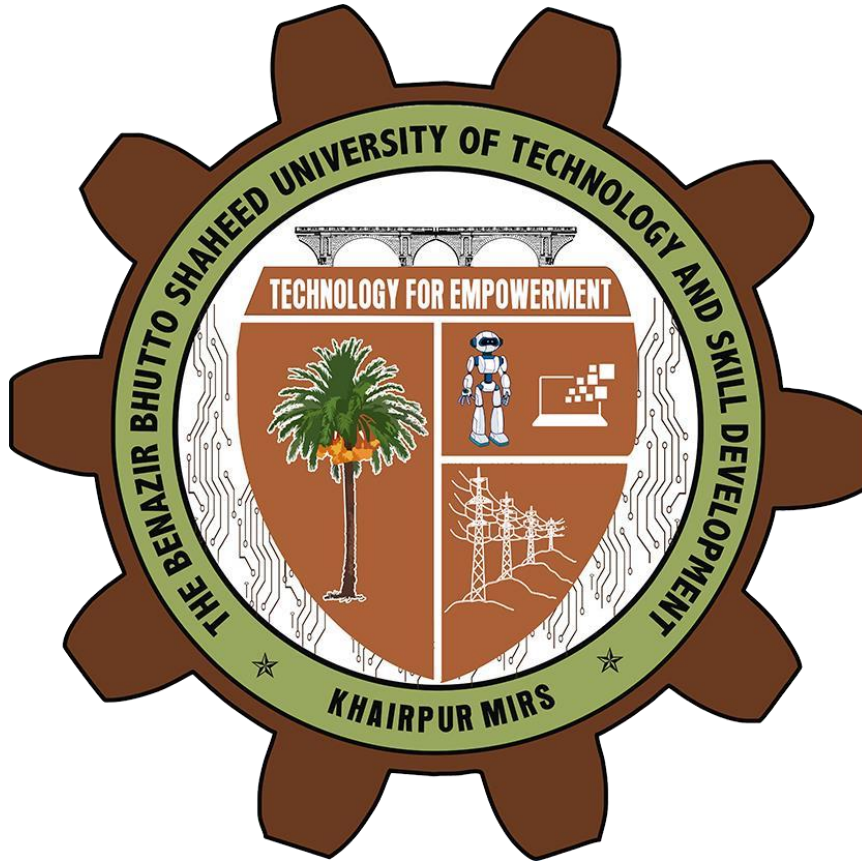


**THE BENAZIR BHUTTO SHAHEED
UNIVERSITY OF TECHNOLOGY AND SKILL DEVELOPMENT
KHAIRPUR MIRS**

STUDENT HANDBOOK SESSION 2023-24



WELCOME ON CAMPUS

Civil Hospital Road Near Chandia Morr Khairpur Mirs, Sindh Pakistan

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1. SHORT INTRODUCTION OF UNIVERSITY

- Initially introduced as “Sir Ali Murad Technical Institute” in 1895 by the Khairpur State.
- After disintegration of Khairpur State and absorption into Pakistan, Sir Ali Murad Technical Institute was upgraded and renamed as Polytechnic Institute, Khairpur by Government of West Pakistan in the year 1962.
- Later on, it was again up-graded as “Government College of Technology (GCT) Khairpur Mirs”; with the introduction of B.Tech Program in 1974 by the Government.
- Petroleum Technical Training Institute (P.T.T.I) was established 2009-10 in the Premises of Technical College and with the collaboration of Ministry of Petroleum & Natural Resources, Government of Pakistan.
- The GCT, Khairpur was up-graded into The Benazir Bhutto Shaheed University of Technology and Skill Development Khairpur Mirs Sindh on April 22nd 2016 by Provincial Assembly Act XIX and PTTI, Khairpur was merged into the University.
- It is spread over an area of 60 (32+28) acres having sufficient accommodation for classrooms, labs, workshops, Library, Meeting Hall, Administration Block, Students Hostel & Residential accommodation.

Vision

- To lead global technological education and embed the market-driven employable and entrepreneurial skills to empower community.

Mission Statement

- To empower community with the hands-on technological knowledge through high quality teaching & research environment, innovative tools & techniques, and entrepreneurial & global leadership skills with the consciousness of ethical norms & values.

Aim & Objectives

- The main aim of the University is to produce high quality technology graduates equipped with practical hands-on experience needed to serve the community.
- To produce the qualified & skilled personnel to eradicate poverty and uplift the morale of the community to support Technical Education and Vocational Training (TEVT) sector locally and globally.
- To provide technical knowledge to the graduates with the state of the art practical skills required for market commercialization.
- To equip graduates with technical entrepreneurial skills
- To produce workforce with global market employability.
- To embed latest market-driven skills needed to uplift the society.
- To produce skilled workers with the consciousness of ethical norms & cultural values

2. SHORT INTRODUCTION OF NATIONAL TECHNOLOGY COUNCIL (NTC)

NATIONAL TECHNOLOGY COUNCIL (NTC), is the body delegated by Higher Education Commission (HEC) under sub-section (e) of section 10, of the ordinance No LIII of 2002, dated 11th September 2002 and HEC No.19-3 /HEC/HRM/2015/9721 dated 7th September 2015, published in the Gazette of Pakistan October 2,2015. NTC has a mandate to carry out accreditation of all 4-year programs leading to technology degrees over a span of 16 years of learning. The Accreditation is to be used to ensure that quality technology education programs are run in all the universities in the country. The technology programs and respective Higher Education Institutions meet certain defined standards comparable to international standards. The technology education curriculum is aligned with guidelines of HEC and ensures Continual Quality Improvement culture, in the spirit of Outcome Based Education (OBE) system in conformance with Sydney Accord.

3. PROGRAMMES OFFERED:

i) 4 Years BSc Programmes

UNDERGRADUATE PROGRAMME	
4-Years BSc Engineering Technology	4-Years BS
1. Civil Engineering Technology	1. English
2. Electrical Engineering Technology	
3. Electronics Engineering Technology	
4. Computer Engineering Technology	
5. Mechanical Engineering Technology	

ii) 3 Years Diploma of Associate Engineer (DAE)

a. Morning Shift (Regular)	b. Evening Shift (Self Financing)	c. Short Courses
i. Civil Technology	i. Civil Technology	i. Diploma in Petroleum Technology
ii. Electrical Technology	ii. Electrical Technology	ii. Diploma in Health, Safety and Environment
iii. Electronics Technology	iii. Mechanical Technology	iii. Petroleum Technology (Course)
iv. Computer Information Technology	iv. Chemical Technology	iv. Certificate in Information Technology (CIT)
v. Mechanical Technology	v. Petroleum Technology	v. Graphic Designing
vi. Chemical Technology	vi. Refrigeration & Air Conditioning Technology	vi. Web Development
vii. Petroleum Technology		
viii. Auto Diesel/Farm Technology		
ix. Refrigeration & Air Conditioning Technology		

4. ADMISSION Policy GUIDE LINES

Admission applications are accepted on admissions.bbsutsd.edu.pk online portal of the university. If you feel any difficulty in uploading your online admission form please don't hesitate to contact the Directorate of Admissions on following contact numbers:

Office Phone No: 0234-687059

Cell No: 0301-209054 Engr Arif Hussain Lakho Assistant Director Marketing

Cell No: 03135452256 (Mr. Din Muhammad, Clerk, Admission desk)

Email ID: director- admissions.bbsutsd.edu.pk

Candidates are required to upload following scanned ORIGINAL documents on Admission Portal admissions.bbsutsd.edu.pk of the BBSUTSD Khairpur Mirs at the time of online Registration.

5. DOCUMENTS REQUIRED FOR ADMISSION IN BSC

- CNIC / B-form of candidate
- Domicile of candidate
- PRC of candidate
- Marks Certificates of Matriculation and Intermediate / DAE or equivalent. (Candidates waiting for HSC or DAE results are exempted from submission of Intermediate/DAE Marks Certificates during the registration process. However, they are required to submit their Intermediate / DAE marks certificates soon after the declaration of results).

6. DOCUMENTS REQUIRED FOR ADMISSION IN DIPLOMA / SHORT COURSES

- CNIC / B-form of candidate
- Marks certificates of Intermediate / Matriculation or equivalent
- PRC of candidate (if available)
- Domicile certificate of candidate (if candidate's domicile certificate is not available then candidate can provide his / her parent's domicile if his/her name is included in that certificate).

Note: In case any information provided in the online application form or any uploaded document is found incorrect/fake, application will be rejected and admission will be denied / cancelled.

7. FEE STRUCTURE BSC PROGRAM SESSION 2023-24:
REGISTRATION, PROSPECTUS, AND ADMISSION TEST FEE STRUCTURE
BSC ENGINEERING TECHNOLOGY

Rs.2000/= Rupees Three Thousand only
 (to be deposited in to HBL at the time of registration)

i. FEE STRUCTURE BSc ENGINEERING TECHNOLOGY 1st Semester 1ST YEAR

1	Fees payable at the time of admission:		Amount
a.	Admission Fee (Per Year)	Rs.	10,000
b.	PERN Fee (Per Year)	Rs.	2,000
c.	Smart Identity Card Fee (Per Year)	Rs.	500
d.	Enrolment Card Fee (Once)	Rs.	1,500
e.	HSC Marks Certificate Verification Fee (Once)	Rs.	2,500
University Caution Money Deposit – Refundable*		Rs.	2,000
Total		Rs.	18,500

* Refundable only after Completion of Degree Course, in case of cancellation of admission at any stage Caution Money will not be refunded.

2	Fees and Charges payable at the start of each semester		Amount
a.	Tuition Fee (Per Semester)	Rs.	12,000
b.	Sports Charges (Per Semester)	Rs.	500
c.	Development Charges (Per Semester)	Rs.	1,250
d.	Transport Charges (Per Semester)	Rs.	5,000
e.	Library Fee (Per Semester)	Rs.	1,000
f.	Medical Fee (per Semester)	Rs.	500
g.	Lab Equipments Maintenance (Per Semester)	Rs.	3,000
Total Fee Payable		Rs.	23,250

:

Grand Total 1+2		41,750
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**8. FEE STRUCTURE DAE PROGRAM SESSION 2023-24:
REGISTRATION, PROSPECTUS AND ADMISSION TEST PROCESSING FEE
FOR 3- YEARS DIPLOMA OF ASSOCIATE ENGINEER (DAE REGULAR AND
SELF-FINANCE) AND SHORT COURSES**

Rs.1000/= Rupees One Thousand only
(to be deposited in to HBL at the time of registration)

i. FEE STRUCTURE DAE – (REGULAR PROGRAM)

Admission Fee for 1st Year : Rs. **20500/=** (Twenty Thousand Five Hundred only)

ii. FEE STRUCTURE DAE – (SELF- FINANCE PROGRAM)

Admission Fee for 1st Year Rs. **33800/=** Rupees Thirty Eight Thousand Eight Hundred only

iii. FEE STRUCTURE SHORT COURSES -SESSION 2023-24

#	Head	Six Month CIT Course	Six Month	Six Month English language	One Year Diploma	One Year Diploma	One Year Diploma
			Post Diploma in Petroleum Technology and other Technical Courses	(Spoken & Business)	Petroleum Technology	Health & Safety Environment	English language (Functional)
1	Admission	500	500	500	1000	1000	1000
2	Tuition/Training	2000	2000	2000	7000	25,000	7000
3	Examination (Internal)	600	600	600	1000	3000	1000
4	Laboratory maintenance/ raw material	1000	1000	1000	2000	2000	2000
5	Library	500	500	500	2000	2000	2000
6	Institute Development	200	200	200	1000	1000	1000
7	First Aid fee	100	100	100	500	500	500
7	Student ID Card	500	500	500	500	500	500
8	Transport charges	3000	3000	3000	3000	3000	3000
9	Field Visit/Institute Visit	1600	1600	1600	1600	2000	2000
	Total	10,000/-	10,000/-	10,000/-	20,000/-	40,000/-	20,000/-

ADDITIONAL FEES BSc

Semester Examination including Marks sheet fee: Rs.2300/=

9. HOSTEL FEE- SESSION 2023-24

1. Hostel allotment form fee (at the time of admission :	Rs.500/=
2. Hostel fee (per seat) per annum :	Rs.13000/=
3. Hostel Deposit (refundable) once :	Rs.1,000/=
4. Identity Card fee :	Rs. 500/=
5. Utility charges per annum :	Rs. 5000/=
Total :	Rs.20000/=

10. FEE RETURN POLICY

- i In case a student intends to cancel his/her admission in the university, the full tuition fee shall be refunded till the 7th day of commencement of classes. Half of the fee shall be refundable from the 8th-15th day of commencement of classes. After the 15th day of the commencement of classes no fee shall be returned except the caution money.
- ii Refund of caution money can be claimed within one year after passing out from the university.

11. LIST OF TECHNOLOGIES FOR ADMISSION IN 1ST YEAR DAE PROGRAM 2023-24

Civil, Electrical, Mechanical, Electronics, Computer Information, Auto & Diesel / Farm, Refrigeration and Air Conditioning, Petroleum & Chemical.

12. LIST OF TECHNOLOGIES FOR ADMISSION IN 1ST YEAR DAE PROGRAM SELF-FINANCE SESSION 2023-24

Admissions on self-finance will be offered in Civil, Electrical, Mechanical, Petroleum and Chemical Technologies only.

13. UPPER- AGE LIMIT

- The upper age limit for the regular DAE Program shall be 22 years, whereas it shall be 35 years for the self-finance scheme.
- The upper age limit for BSc Engineering Technology is not the regular DAE Program shall be 22 years, whereas it shall be 35 years for the self-finance scheme.

14. PRE-ADMISSION TEST

Pre-Admission test is mandatory for all candidates applying for admissions to any program being offered by the BBSUTSD Khairpur Mirs.

i. Entry Test Pattern for admission to BSc Engineering Technology:

- a. 100 MCQ's test will be conducted from Intermediate level English, Mathematics, Physics & Chemistry subjects from the students having Intermediate in Pre-Engineering qualifications.
- b. Students having DAE qualifications shall be offered test of 100 MCQ's out of which 50 MCQ's shall be from Intermediate level English, Mathematics, Physics & Chemistry subjects and 50 MCQ's of DAE level Technical subjects of the relevant technology of student's DAE Degree.

ii. Entry Test Pattern for admission in Diploma of Associate Engineer:

100 MCQ's test will be conducted from Matric level English, Mathematics, Physics & Chemistry, Computer and General Knowledge.

Merit criteria and weightage of Admission test score calculation is specified below:

15. MERIT CRITERIA FOR ADMISSION TO BSC ENGINEERING TECHNOLOGY AND DAE SESSION 2023-24

Merit criteria for admission to BSc Engineering Technology Program and DAE program for Academic Session 2023-24 be allowed on the following weightage calculations:

50% Marks secured in Pre- Admission Test and 50% Marks of final Degree of the candidate.

16. DEDUCTION OF MARKS DUE TO GAP IN ENTRY QUALIFICATION SESSION 2023-24

i) BSc Program:

In case of a gap or repetition of HSC / DAE examinations, the merit will be determined as described below:

- i. Students passed HSC/DAE in 2021 = (1 % of the aggregate marks will be deducted)
- ii. Students passed HSC/DAE in 2020 = (2 % of the aggregate marks will be deducted)
- iii. Students passed HSC/DAE in 2019 and before = (3 % of the aggregate marks will be deducted)

ii) DAE Program:

Deduction of marks due to the gap in entry qualification shall be applicable for DAE regular and self-finance scheme as follows:

- i. Students passed SSC in 2021 = (1% of the aggregate marks will be deducted)
- ii. Students passed SSC in 2020 = (2% of the aggregate marks will be deducted)
- iii. Students passed SSC in 2019 and before = (3% of the aggregate marks will be deducted)

17. VERIFICATION OF ORIGINAL DOCUMENTS

After entrance test results all the successful candidates shall have to produce original documents before the admission interview committee of the BBUTSD. List of documents to be verified at the time of interview is available on online Admission form.

18. ADDITIONAL MARKS FOR HAFIZ-E-QURAN

The candidate who has certificate of Hafiz-e-Quran issued by the MADARSA (Registered) clear the test of Hafiz taken by the University, are also considered to have additional 20 marks to be added to the marks of DAE / HSC results

19. MEDICAL FITNESS

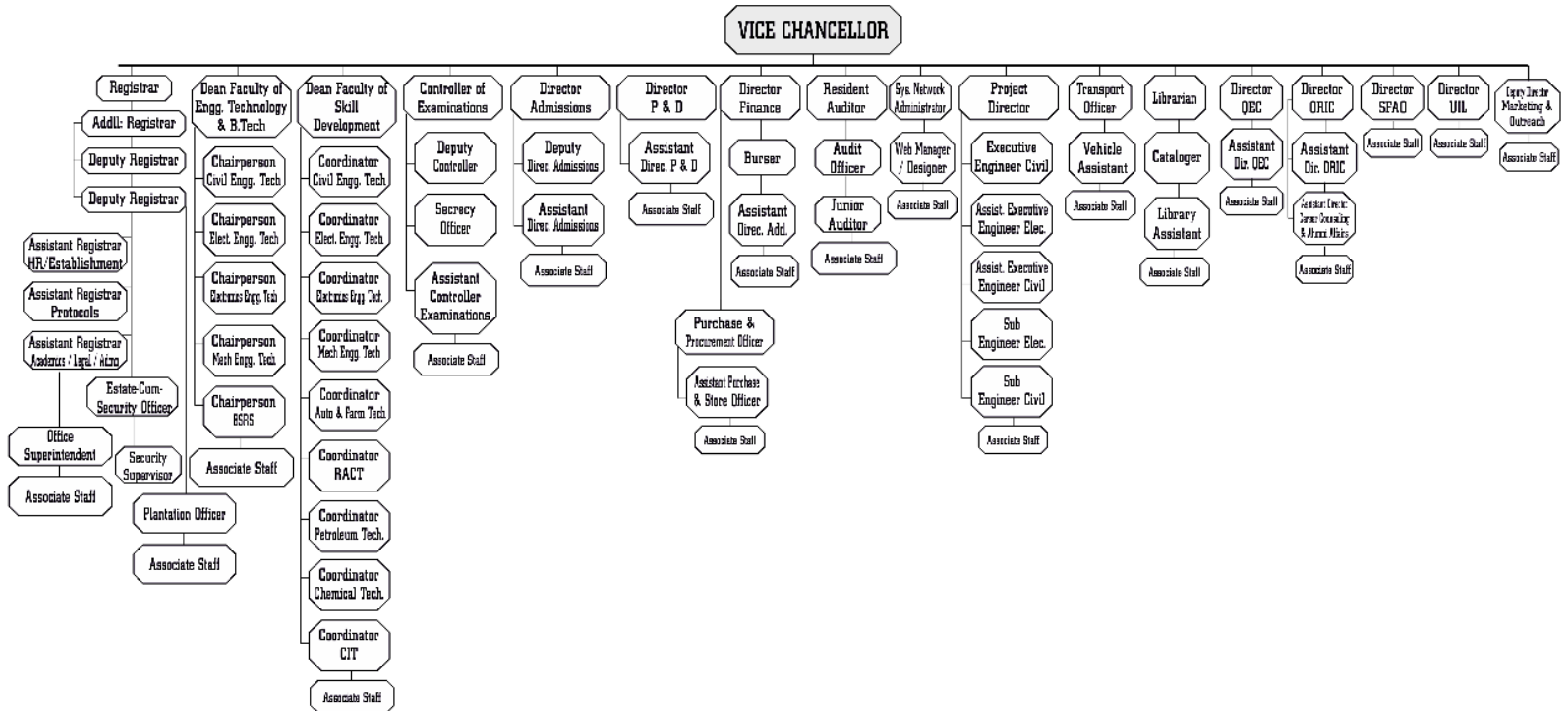
Final selection of the candidates shall be made subject to medical fitness Certificate of Medical Officer (RMP) of the University.

20. UNIVERSITY MONOGRAM

Organogram



The Benazir Bhutto Shaheed University of Technology and Skill Development, Khairpur Mirs



1. 50 % reserved quota each for DAE and HSC (Pre-Engineering) or equivalent.
2. 10% reserved quota for female candidates is allocated. (Female candidates are encouraged to apply).
3. Hostel and Transport facilities for the students (Boys and Girls) are also available.
4. The BSc Engineering Technology program is recognized by Higher Education Commission (HEC) Islamabad, and accredited by National Technological Council (NTC) Islamabad.

Note: **The candidate has to appear in Pre – Admission Test Conducted by the University**

22. CATEGORY WISE DISTRIBUTION OF SEATS IN BSC ENGINEERING TECHNOLOGY

S.#	CATEGORY/ REGION	CET	EET	ESET	MET	COET	BS ENG
1	D.A.E Open Merit (Sindh Province)	33	20	19	19	19	19
2	HSC Open Merit (Sindh Province)	33	19	20	20	20	20
3	Female Candidates (HSC/DAE) (Sindh Province)	8	5	5	5	5	5
4	Real sons/daughters/(brothers /sisters) of BBSUTSD Khairpur employees.	1	1	1	1	1	1
5	Armed Forces	1	1	--	--	--	--
6	Punjab	--	1	--	1	1	--
7	KPK/FATA	--	--	1	1	1	1
8	Balochistan	1	--	1	--	--	1
9	Gilgit Baltistan	1	--	1	--	--	1
10	Azad Jammu Kashmir (AJK)	--	1	--	1	1	--
11	Religious Minorities	1	1	1	1	1	1
12	Differently abled persons	1	--	1	--	--	1
13	*Staff of the BBSUTSD Khairpur Mirs	--	1	--	1	1	--
		80	50	50	50	50	50

*Transfer of technology facility may be allowed against both of the two seats reserved for staff of the BBSUTSD

Legend **CET** = **Civil Engineering Technology**
EET = **Electrical Engineering Technology**
ESET = **Electronics Engineering Technology**
MET = **Mechanical Engineering Technology**
COET = **Computer Engineering Technology**
BSENG = **BS English**

Note: Vacant seats in any category will be filled on open merit with equal weightage for HSC & DAE.

Vacant seats of DAE or HSC shall be transferred, and vice versa.

23. RESERVED QUOTA FOR REAL SONS/DAUGHTERS/BROTHERS& SISTERS OF THE UNIVERSITY EMPLOYEES

RESERVED QUOTA FOR REAL SONS/DAUGHTERS/BROTHERS& SISTERS OF THE UNIVERSITY EMPLOYEES

The real sons/daughters/brothers & sisters of the BBSUTSD confirmed employees shall be considered for admission to first-year class against the reserved seats as described above. Preference shall be given to real sons, daughters, brother and sisters of the confirmed serving and retired employees of the University.

Note: Preference will be given to Real sons and daughters.

24. CLOSING OF ADMISSION

The admission for session will be closed at the end of 04th week from the date of commencement of classes. After this period the vacant seats will not be filled at any stage.

25. CANCELLATION OF ADMISSION

- Due to continuous absence from the classes for a period of one month during the session.
- Violation of submitted under taking.

26. N.O.C. & STUDY LEAVE FOR IN-SERVICE CANDIDATES

In service candidates applying for admission must produce Study Leave along with NOC from the competent authority at the time of admission

27. STUDENTS IDENTITY CARD

The students, after getting admission in the University will be issued University identity card.

28. FINAL AUTHORITY REGARDING ADMISSION

The decision of Admission Committee of this University in respect of admission is final and not challengeable.

29. DISQUALIFICATION

- Any attempt to influence directly/indirectly for admission shall render the candidate disqualified.
- The admission form is liable to be rejected if any entry is found incomplete/incorrect /misleading. The alteration or erasing should not be allowed in the form.

30. EXAMINATION POLICIES

Yearly Academic Program

Academic Program	Duration
Teaching duration of 1 st Semester	16 Weeks
Conduct of Mid Semester Examination	01 Week
Preparation and Conduct of Final 1 st Semester Exam	05 Weeks
Summer Break	06 Weeks
Teaching duration of 2 nd Semester	16 Weeks
Conduct of Mid Semester Examination	01 Week
Preparation and Conduct of Final 2 nd Semester Exam	05 Weeks
Winter break	02 Weeks
Total	52 Weeks

Note:

1. Minimum number of contact hours for a theory subject of 3 CHs per semester is 42
2. Minimum number of contact hours for a practical of 1 1CH per semester is 42.

The Minimum Requirement For Each Semester Course:

- (a) Assignments
- (b) Tests (minimum two).
- (c) Mid Semester Examination
- (d) Final Semester Examination.

The Schedule of Tests, Mid Semester and Final Semester Examination shall be as under:

#	Activity	Period
1	Mid Semester Examination	After 8. Weeks
2	Final Semester	After 16. Weeks

Distribution Of Marks.

The distribution of marks for each theory and practical course is as under:

Theory

#	Activity	Theory of Maximum 100 Marks	Theory of Maximum 50 Marks
1	Sessional (Assignments/Quiz/Presentation)	30	15
2	Mid Semester Exam:	20	10
3	Final Semester Exam:	50	25
	Total	100 marks	50 marks

Practical

#	Activity	Practical of Maximum 100 Marks	Practical of Maximum 50 Marks
1	Sessional (Lab Performance/Practical general /skill competition)	30	15
2	Mid Semester Exam:	20	10
3	Final Semester Exam:	50	25
	Total	100 marks	50 marks

Note: For the courses carrying other than 100 & 50 marks the distribution of marks will be accordingly. In case of the Project/Thesis /Design the distribution of marks shall be as follows:

(i)	Sessional work (Assignment, Quizzes. Presentation etc.)	25 %	marks
(ii)	Evaluation of Project Report	25 %	marks
(iii)	Viva –Voce Examination	50%	marks

31. ABSOLUTE GRADING METHOD (GRADE EQUIVALENT)

Grading Policy

GRADE	GRADE POINT	THEORY.		PRACTICAL	
		Max Marks 100	Max Marks 50	Max Marks 100	Max Marks 50
A+	4.00	>=85	>=42	>=85	>=42
A	3.75	75 to 84	37 to 41	75 to 84	37 to 41
B+	3.50	66 to 74	35 to 36	66 to 74	35 to 36
B	3.00	60 to 65	30 to 32	60 to 65	30 to 32
C+	2.50	55 to 59	27 to 29	55 to 59	27 to 29
C	2.00	50 to 54	25 to 26	50 to 54	25 to 26
F	FAIL	0 to 49	0 to 24	0 to 49	0 to 24

- Fraction No(s) will be rounded off to the nearest whole No(s) Where 5.4=5 , 5.5=6, 5.9=6
- Subject carrying more than 100 marks in theory/Practical will be awarded grades accordingly.
- The results will be prepared on the basis of Grade point Average (G.P.A)

32. Promotion/Term Back Policies:

- (i) A student be promoted to the 2nd semester of the first year provided he/she has completed minimum attendance requirement and Filled up examination form and appeared in at least one of the Heads of the Final examinations (First Semester). (A theory or practical would be treated as separate heads).

If Student could not fulfill the above criteria then he/she will be treated as term back. He/she has to get re-admission with lower batch in 1st semester 1st year and has to pay half fees of the particular batch with whom he/she is going to be admitted.

- ii) A student will be promoted to the 1st semester of the 2nd year (3rd semester) provided he/she has obtained C-Grade or higher in at least 50% Heads (including minimum of 02 theory heads) of 1st semester of first year in regular examination and has completed minimum attendance requirement of 2nd semester of the 1st year and has filled up examination form and appeared in at least one of the heads of final examinations (Second Semester). (A theory or practical would be treated as separate heads).Benefit of the fraction will be given to the student.

If Student could not fulfill the above criteria then he/she will be treated as term back until he/she fulfill the above mentioned criteria. If any student wants to get the re-admission in 1st semester 1st year with lower batch then he/she has to pay full fees of the particular batch with whom he/she is going to be re-admitted.

If any student term back due to shortage of attendance of 2nd semester 1st year then he/she can get the re-admission in 2nd semester of 1st year with lower batch, he/she has to pay half fees of the particular batch.

- iii) A student will be promoted to the 2nd semester of the 2nd year (4th semester) provided he/she has completed minimum attendance requirement of the 3rd semester, filled up the examination form and appeared in at least one head of the final examination (Third Semester). (A theory or practical would be treated as separate heads).

If any student term back due to shortage of attendance of 1st semester 2nd year (3rd Semester) then he/she can get the re-admission in 1st semester of 2nd year with lower batch, he/she has to pay half fees of the particular batch.

- (iv) A student will be promoted to the 1st semester of the 3rd year (5th semester) provided he/she has obtained C-Grade or higher in at least 50% Heads (including minimum of 05 theory heads) of 1st year (1st & 2nd Semester) prior to start of classes of 5th semester and has completed minimum attendance requirement of the 4th semester, and has filed up the examination form and appeared in at least one of the Heads of the final Examination (4th Semester). (A theory or

practical would be treated as separate heads).Benefit of the fraction will be given to the student.

If Student could not fulfill the above criteria then he/she will be treated as term back until he/she fulfill the above mentioned criteria. If any student term back due to shortage of attendance of 2nd semester 2nd (4th Semester) year then he/she can get the admission in 2nd semester of 2nd year with lower batch, he/she has to pay half fees of the particular batch.

- (v) A student will be promoted to the 2nd semester of the 3rd year (6th semester) provided he/she has completed minimum attendance requirement, filled up the examination form and appeared in at least one of the heads of the final examination (5th semester). (A theory or practical would be treated as separate heads).

If any student term back due to shortage of attendance of 1st semester 3rd year (5th Semester) then he/she can get the re-admission in 1st semester of 3rd year with lower batch, he/she has to pay half fees of the particular batch.

- (vi) A student will be promoted to the 1st semester of the 4th year (7th semester) provided he/she has cleared all heads of first year, for 20 and onward batches, obtained C-Grade or higher in at least 50% Heads of second year (3rd & 4th Semester) (including minimum of 05 theory heads) prior to the start of the classes of 7th semester, and has completed minimum attendance requirement of the 6th Semester and has filled up the examination form and appeared in at least one of the Heads of the final Examination (6th Semester). (A theory or practical would be treated as separate heads). Benefit of the fraction will be given to the student.

If Student could not fulfill the above criteria then he/she will be treated as term back until he/she fulfill the above mentioned criteria. If any student term back due to shortage of attendance of 2nd semester 3rd year (6th Semester) then he/she can get the re-admission in 2nd semester of 3rd year with lower batch, he/she has to pay half fees of the particular batch.

- (vii) A student will be promoted to the 2nd semester of the 4th year (8th semester) provided he/she has completed minimum attendance requirement, filled up the examination form and appeared in at least one of the heads of the final examination (7th semester). (A theory or practical would be treated as separate heads).

If any student term back due to shortage of attendance of 1st semester 4th year (7th Semester) then he/she can get the re-admission in 1st semester of 4th year with lower batch, he/she has to pay half fees of the particular batch.

33. ATTENDANCE REQUIREMENT:

- (i) A student should have at least 75% attendance to appear in the Final Semester Examination of that particular subject.
- (ii) In genuine cases, maximum 10% condonation in attendance shall be the discretionary powers of the Vice Chancellor on the basis of an application to be scrutinized by Director/Chairman concerned and routed through respective Dean concerned / Pro-Vice Chancellor.
- (iii) The eligibility attendance of Theory/Practical for late admitted students of First Semester of First Year only shall be calculated from the date of admission.

34. FACILITIES AVAILABLE:

- | | |
|---------------------------------------|-------------------------------|
| 01. English Language Center | 02. Hostel Accommodation |
| 03. Masjid | 04. E-Library |
| 05. Dispensary with Ambulance Service | 06. Auditorium / Seminar Hall |
| 07. Play Grounds | 08. Transport facility |
| 09. Standby Generators | |

35. SPORTS / CO. CURRICULAR ACTIVITIES

The Benazir Bhutto Shaheed University of Technology and Skill Development Khairpur Mirs provides excellent sports facilities to its students because it is believed that a healthy mind requires healthy body.

The sports facilities available at the campus are but not limited to:

- | | |
|----------------|-----------|
| ▪ Cricket | Hockey |
| ▪ Squash | Badminton |
| ▪ Table Tennis | Foot Ball |
| ▪ Volley Ball | |

36. TRANSPORT SCHEDULE

37. Quality Enhancement Cell (QEC)

The Quality Enhancement Cell (QEC) at the Benazir Bhutto Shaheed University of Technology and Skill Development (BBSUTSD) Khairpur Mirs has been established in accordance with the Quality Assurance (QA) framework of the Higher Education Commission (HEC) of Pakistan. The QEC is entrusted with the responsibility of maintaining and enhancing the quality of education and research at BBSUTSD, ensuring public confidence in the degrees awarded by the University. In pursuit of this objective, the QEC carries out the following functions aimed at promoting excellence and fostering continuous improvement:

1. QEC is responsible for reviewing and enhancing the quality standards of the degrees conferred by the University.
2. QEC is responsible for promoting public confidence that the quality and standards of the award of degrees are enhanced and safeguarded.
3. QEC shall ensure and review the Self-Assessment Reports (SARs) prepared by each academic department of the University.
4. QEC has mandated to review quality standards by auditing academic standards and the quality of teaching, learning and management in each subject area.
5. QEC will be responsible for defining clear and explicit standards as points of reference for the reviews to be carried out. It should also help the employees to know as to what they could expect from candidates.
6. QEC will be responsible to develop quality assurance processes and methods of evaluation to affirm that the quality of provision and the standard of awards are being maintained and to foster curriculum, subject and staff development, together with research and other scholarly activities.
7. QEC will be responsible to ensure that the University's quality assurance procedures are designed to fit in with the arrangements in place nationally for maintaining and improving the quality of Higher Education.
8. QEC staff will get capacity-building training from HEC on the subject of quality in higher learning and will be responsible for implementing and disseminating that acquired knowledge in the learning environment of the institution.
9. Last but not the least, the QEC shall be responsible to conduct Institutional audit, Departmental review, Student and employer feedback, and overall quality improvements in institutional management/leadership.
10. QEC shall be responsible for correspondence to HEC QAA section and National & International Quality Assurance Agencies.

#	Name and Designation	Contact & Email
01	Dr. Asim Ali Abro Director QEC	Cell# 03001117016 Email: Asimali@bbsutsd.edu.pk
02	Engr. Shamsuddin Lakho Assistant Director QEC	Cell# Cell#+923363382722 Email: shamslakho@bbsutsd.edu.pk
03	Mr. Nabi Bux Maitlo Data Entry Operator	Cell# 03041798971 Email: nabibuxmaitlo29@gmail.com

38. Office of Research Innovation and Commercialization (ORIC)

Office of Research Innovation and Commercialization (ORIC) is established in BBSUTSD to develop linkage with

emerging and existing business firms across Pakistan for technological innovation and commercialization of research. It serves an umbrella to coordinate with the researchers, on campus incubators and science and Technology Park. It also serves as channel to local, regional and federal partners to ensure research outcomes contributing in the growth of country's economy. ORIC developed its mechanism for research commercialization and established business/technology incubator to promote innovation and entrepreneurship culture.

ORIC ROLE

ORIC performs its functioning in three significant capacities.

- a. Research Operations & Development
- b. University Industry Linkages and Technology Transfer
- c. Research Commercialization/Entrepreneurship

The core objective of ORIC is to enhance innovation and its commercialization. In this context it promotes startups to incubate, grow, create new jobs, products, services, and markets from the institutions to generate financial revenues and enhance academia industry linkage. ORIC activities revolve around the following research cycle to ensure research impact on economy and society.

ORIC implements triple helix model in its true spirit while developing strong linkages with the academia, industry and the government. The Benazir Bhutto Shaheed University and skill Development Khairpur Mirs is equipped with qualified PhDs, certified

professionals, researchers from diversified fields. These can produce the skilled workers, to support the industry, corporate sector, development sector, as well as public sector by providing basic technology, technical assistance and education. This appraises human capital in public interest for socio-economic development of the society, quality of life and ease of business. ORIC highly encourages in making research groups and research cells within university and provides awareness on market based trends in research and development.

The ORIC provides opportunities for the students of the university in getting essential tools to sharpen their skills, such as,

- Trainings exposure and grooming during summer and winter holidays.
- Continuing Professional Development (CPD) courses in collaboration with (HEC)
- Seminars, conferences and workshops
- Internships and job trainings
- Industrial visits

#	Name and Designation	Contact & Email
01	Dr. Imdadullah Thaheem, Assistant Professor (Mechanical)/Director CDC	Cell# 03333752448 Email: imdadthaheem@bbsutsd.edu.pk
02	Engr Abdul Shakoor Assistant Professor (Mechanical)/ Deputy Director Financial Aid	Cell# 03453624863 Email: Engr.ashakoor@bbsutsd.edu.pk
03	Mr. Ayaz Ali Mandan Assistant Professor / Deputy Director University- Industrial linkages	Cell# 03003523985 Email: ayazmandan@bbsutsd.edu.pk
04	Engr Arif Husssain Lakho Lecturer (Electronics) / Deputy Director Marketing & Outreach	Cell# 03012090545 Email: arif@bbsutsd.edu.pk
05	Mr. Irfan Ali Memon Assistant Director ORIC / Assistant Director Career Counseling & Alumni Affairs	Cell# .03003192544 Email: irfan@bbsutsd.edu.pk

39. SCHOLARSHIPS AT PRESENT

01. Ehsaas Undergraduate Scholarship (EUSP) 02. HEC Need Based Scholarship
03. Sindh HEC 04. Khairpur District Scholarship
05. Merit Scholarship 06. Sindh Education Endowment Fund (SEEF)
07. Punjab Education Endowment Fund (PEEF) 08. DIYA Scholarship for DAE Students



Cheques Distribution Ceremony
Under
**Sindh Higher Education Commission
(Sindh HEC) Scholarships**

By
Directorate of Student Financial Aid Office (SFAO)
BBSUTSD Khairpur Mirs



Cheques Distribution Ceremony Under
**Ehsaas Undergraduate Scholarship
Program 2021**
(Phase - 02, 1st Installment)



Benazir Bhutto Shaheed
University of Technology & Skill
Development, Khairpur Mirs

Distribution Ceremony
Of

Mobile Broadband Devices

For selected students receiving Financial Assistance of BBSUTSD

By
Directorate of Student Financial Aid Office (SFAO)
BBSUTSD Khairpur Mirs



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Khairpur Mirs**

The Benazir Bhutto Shaheed University of Technology and Skill Development Khairpur Mirs is the only Public Sector Technology and Skill Development University of Sindh and it is proud moment for me being student of this University.

I am student of Final Year **BSc. Electrical Engineering Technology** and pursuing my studies on Fully Funded **Scholarship**.

Thanks to The Management of this University and Students Financial Aid Office for providing financial assistance to the meritorious & deserving students to achieve their academic goals.

Suneel Kumar
Student

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Tooba Azam
Student

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I am student of 4th Year **BSc. Mechanical Engineering Technology** and pursuing my studies on Fully Funded **Scholarship**.

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Ghulam Tahir
Student

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It is proud moment for me being student of this University.

I am student of 1st Year BSc. Civil Engineering Technology and pursuing my studies on Fully Funded **Scholarship**.

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Ghulam Zainab
Student

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40. STUDENTS DOS AND DON'TS

i. RULES OF DISCIPLINE

i) Every student shall observe the following:

- He /She must be faithful in his/her religious duties and respect the convictions of other in matters of religion and customs;
- He /She must be loyal to his/her country and refrain from doing anything which might lower its honour and prestige;
- He /She shall be truthful and honest in his/her dealings with all people;
- He /She must respect the elders and be polite to all specially to the women, the children, the old people, the weak and the helpless;
- He /She must respect his/her teachers and others in authority in the University;
- He /She must keep his/her mind clean and be clean in speech, sports and habits;
- He /She shall help his/her fellow beings especially those in distress;
- He /She must devote himself/herself faithfully to his/her studies and obey and follow the rules, instructions, guide lines issued by the University authorities from time to time He /She must observe thrift and protect property.

ii) No Student Shall:

- (a) Smoke within campus, in his/her classroom, laboratory, workshop, library, examination hall or Convocation Hall and during any academic functions;
 - (b) Consume alcoholic liquor or other intoxicating drugs within the University Campus or during the instructional, sports or cultural tours or survey camps or enter any such place or attend any such tour or camp while under the influence of such intoxicants;
 - (c) Organize or take part in any function within the University Campus, organize any club or society of students without permission of the University authorities;
 - (d) Indulge into activities against the Islamic and Pakistan Ideology or national solidarity;
 - (e) Indulge into activities promoting, prompting or involving violence or hatred or contempt;
 - (f) Affiliate himself/herself with any political party or group and organize or take part in holding political gatherings and invite any politician, expelled or rusticated or debarred students, and antisocial elements in the University Campus;
 - (g) Use pressure tactics or political or personal influence in seeking academic concessions or financial benefits or in other matters concerning academic and administrative functions of the University authorities;
 - (h) Copy or help others in copying in examination, or cause by any means any disturbance in examinations including harassment of any teacher or other staff member or staging of walkout/boycott by himself/herself or by forcing others to do so or appear in examination in place of a bona fide eligible candidate or manage an outsider for impersonation or take unauthorized the whole or part of answer book/script out of an examination premises or tear scripts or any part thereof or indulge in substitution of Answer Books or influence any employee to indulge in any mal
 - (i) Bring, keep or use any kind of weapon or fire arms or sharp tool within the University Campus;
 - (j) Use or occupy fully or partially any room or any building of the University Campus
- un. Authorized.
- (k) Organize or take part in procession or meeting within the University Campus, prejudicial to the peaceful atmosphere of the University;
 - (l) Stage, incite, or participate in or abet any walk-.out, strike, or any other form of agitation against the University or its teachers or officers;
 - (m) Collect any money or receive donations or pecuniary assistance for or on behalf of the University or any organization except with the written permission of the Vice-Chancellor or any other person authorized by him in this regard;
 - (n) Bring, keep, or use mobile phone with built.in camera and digital dictionary within the Academic and Examination buildings of the University;
 - (o) Snatch mobile phones, use mobile phone during examination/class/PR or in the Library;
 - (p) Tease the girl/boy students; demonstrate indecent or immoral gestures/attitude towards Girl /boy students on the Campus;
 - (q) Abuse/violate IT policies framed or to be framed from time to time.

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41. RESPONSIBILITY TO MAINTAIN DISCIPLINE

The teachers and officers of the University or committees formed under them for the purpose and others concerned with the students in the University are responsible for the maintenance of

discipline and order among the students, while under their charge, and for dealing with any disorderly behavior promptly in the manner prescribed by these regulations.

42. DISCIPLINE COMMITTEE

The Discipline Committee shall deal with serious cases of indiscipline requiring such actions as prescribed by Regulation (@ 19).

43. ACT OF INDISCIPLINE

A teacher or an officer in whose presence or in relation to whom an act of indiscipline is committed or who obtains knowledge of such an act on report or otherwise, shall deal with the case himself/herself as he/she may be competent as provided under the Regulation 10 below, and in other case, he/she shall inform and recommend the case to the higher authorities/bodies for necessary action as prescribed.

44. GROUNDS OF PENALTIES

- (i) Any one or more of the penalties mentioned in Regulation 10 may be imposed on a student who is guilty of one or more of the following acts:
- (a) Commits breach of any of the clauses specified in Regulations 4 or 5 above; or
 - (b) Disobeys the lawful order of a teacher or other person in authority in the University; or
 - (c) Habitually neglects his/her work or habitually absents himself/herself from the class without reasonable cause; or
 - (d) Willfully damages University property or the property of a fellow student or any teacher or any employee of the University; or
 - (e) Does not pay the fees, fines or other dues liable under the University Regulations; or
 - (f) Does not comply with the Regulations relating to the residence in the hostels or halls of residences; or
 - (g) Uses indecent language, wears immodest dress, makes indecent remarks or gestures or behaves in a disorderly manner; or commits any criminal, immoral or dishonorable act (whether committed within the University Campus or otherwise) which brings bad name to the University.
- (i) Any one or more of the penalties mentioned in Regulation 10 may be imposed on a student who is guilty of one or more of the above acts/charges.
- (ii) The penalty or penalties imposed shall be appropriate and proportional to the nature and gravity of the above act or acts.

45. LIFE AT CAMPUS





46. IMPORTANT CONTACT NUMBERS

Deans i) Dean Faculty of Engineering Technology ii) Dean Faculty of Skill Development	Prof. Dr Hussain Bux Marri Cell# 03463778479 Email: hussain.marri@bbsutsd.edu.pk Mir Sajjad Hussain Talpur Cell# 03335147140 Email: deansd@bbsutsd.edu.pk
Ghulam Abbas Junejo Deputy Registrar	Cell# 03332706505 Email: Junejoabbas@bbsutsd.edu.pk
Mr. Ali Imran Jalbani Assistant Registrar (Academics / Admin)	Cell# 03002867641 Email: aliimran@bbsutsd.edu.pk
Chairpersons i) Chairperson Mechanical Engineering Technology ii) Chairperson Civil Engineering Technology iii) Chairperson Electronics Engineering Technology iv) Chairperson Electrical Engineering Technology	Dr. Aftab Ahmed Soomro Cell# 03072628929 Email: aftabsoomro@bbsutsd.edu.pk Dr. Manthar Ali Keerio Cell# 03058414669 Email: mantharali@bbsutsd.edu.pk Dr. Engr Shazia Feroz Cell# 03463301705 Email: shaziaferoz@bbsutsd.edu.pk Dr. Ghulam Jawad Sirewal Cell#03452421906 Email: ghulamjawad@bbsutsd.edu.pk
Directorate of Admissions i) Director Admission	Mr. Riaz Ahmed Arain Cell# 03337591475 Email: director-admission@bbsutsd.edu.pk
Examination Office i) Deputy Controller of Examinations	Ms. Zareen Arslan Email: zareen@bbsutsd.edu.pk
Hostel Warden (Male / Female) i) Assistant Professor ii) Assistant Professor	Engr Safdar Ali Abro Cell# 0333-7036094 Email: safdar@bbsutsd.edu.pk Engr Shamotra Oad Email: shamotra@bbsutsd.edu.pk
Transport Office	Engr Sameeullah Pathan Cell# 03423438354 Email: sameeullah@bbsutsd.edu.pk
Librarian	Mr. Naveed Hussain Abro Cell# 03137822027 Email: naveed@bbsutsd.edu.pk
Sports Incharge	Uhamir Patrick (Lecturer) Cell# 03343944738 Email: uhamairpatrick@bbsutsd.edu.pk

Estate Cum Security Officer	Mr. Abdul Rehman Jagirani Cell# 03044139566 Email: arbalouch@bbsutsd.edu.pk
Students Welfare Officer Assistant Professor	Engr Abdul Shakoor Shaikh Cell# 03453624863 Email: enr.ashakoor@bbsutsd.edu.pk

University official website: www.bbsutsd.edu.pk

Admission Portal: admissions.bbsutsd.edu.pk

University official social media page: [www.facebook.com/ Media Section BBSUTSD](http://www.facebook.com/MediaSectionBBSUTSD)

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