



INTERNATIONAL ISLAMIC UNIVERSITY, ISLAMABAD
AGREEMENT OF PART TIME TEACHING BETWEEN

The International Islamic university, Islamabad
And

The International Islamic University represented by the Chairperson, Department of _____ (Male Campus) being the first party and _____. Undertake the following academic and educational activity jointly for the semester _____

1) The second party i.e. _____ agrees to undertake to teaching instructions, supervision and examination of the following course code _____ titled _____ to _____ at Male Campus.

- (i) He/ She will deliver _____ Credit Hours per week on each course as per schedule
(ii) He/ She will prepare question papers in respect of the Mid- Term and Terminal Examinations, supervise the conduct of examinations and submit the results thereof within a period of 3 days from the date of the examination.
(iii) He/ She undertake to observe the rules and regulations of the IIU in respect of teaching, attendance of the students, Mid Term Exams and the conduct of Terminal Examination(s).

2) The first party i.e. International Islamic University agrees to pay @ Rs. _____ of per credit hour as remuneration to the assignment specified under (1) above. Payment of the remuneration shall be made as per following schedule subject to provision of National Tax Number (NTN) and Computerized National Identity Card Number (CNIC) & complete course folder (in case of non provision of NTN/CNIC number), Tax shall be levied on payment as per the rate prescribed by the Government from time to time.

- Payment will be paid through cross check after the submission of the result of Terminal Examination to be conducted by the teacher as per schedule notified by the IIU.
- The payment shall be made after deduction of following from the gross amount of claim:
 - a. WITHHOLDING TAX ON SERVICES AS PER GOVERNMENT RULES.
 - b. WELFARE FUND AS PER UNIVERSITY RULES.

3) _____ UNDERTAKES TO OBSERVE THE RULES AND REGULATIONS OF THE UNIVERSITY IN RESPECT OF TEACHING , ATTENDANCE OF THE STUDENTS, MID TERM TEST(S) AND THE CONDUCT OF TERMINAL EXAMINATION(S).

4) FURTHERMORE I _____ DO HEREBY SOLEMNLY DECLARE THAT THE NUMBERS OF COURSES ASSIGNED TO ME ARE NOT EXCEEDING AND SHALL NOT EXCEED THE LIMIT OF TWO COURSES (06 CREDIT HOURS) FOR THE SAID SEMESTER IN THE UNIVERSITY.

5) IN CASE WHERE A 3RD COURSE IS TO BE ASSIGNED FOR THE PART TIME TEACHING THE RECOMMENDATION OF HOD/DEAN AND APPROVAL OF THE V.P (ACADEMICS) WILL BE REQUIRED. FOR MS/PHD PROGRAM APPROVAL WILL BE SOUGHT FROM THE V.P (HS&R) AND ATTACHED WITH THIS AGREEMENT.

THE CONDITIONS OF THE AGREEMENT SHALL BE BINDING FOR BOTH THE PARTIES TILL COMPLETION OF THE SEMESTER.

THIS AGREEMENT HAS BEEN SIGNED THIS DAY, DATED _____

SIGNATURE: _____ SIGNATURE _____

PART TIME TEACHER CHAIRPERSON
CNIC No. DEPARTMENT OF _____

C.C: I) DIRECTOR (ACADEMICS) III) DEAN, FACULTY OF _____
II) DIRECTOR (FINANCE) IV) CONCERNED TEACHER