RULES AND REGULATIONS

1. **FEE DEPOSIT**
   a) All the newly admitted students will have to deposit the full tuition fee and other charges before the commencement of each semester.
   b) Fees on installments in 02 equal amounts is allowed to students from second semester as per following schedule:
      I. First installment shall be deposited within due dates of the schedule of fee announced by the office of Director (Academics).
      II. Second installment shall be paid latest by 9th week of the semester.
   c) No financial assistance is given by IIUI in the first semester. Request for financial assistance may be filled during the first semester on the prescribed form with all the supporting documents in the faculty office (A-006) FSL. The faculty committee will recommend the deserving cases to the President IIUI on the basis of need and performance of the student in the first semester.
   d) Students qualifying for financial assistance in second semester will be required to maintain a minimum CGPA of 3.00 in each semester examination, (with normal course load). If the student scores a CGPA below 3.00, financial assistance would be stopped.

2. **JOINING REPORT**
   Both existing and newly admitted students are required to report to the faculty office (A-006) FSL at the beginning of each semester in order to sign the joining reports and pay the university fees and dues within a period specified in the academic calendar announced by the Director (Academics) at the start of the semester. If any student fails to submit the joining report and deposit dues within this period, his/her name shall stand cancelled from the roll of the university.

3. **COURSE REGISTRATION**
   a. Courses will be registered against the name of each student at the start of each semester, automatically, and there will be no manual course registration.
   b. No student is allowed to take any extra (failure) course except the offered courses, except the students in last semester of their degree program, who are allowed to register only one extra (failure) course with the normal offered courses.

c. Students of old batches are required to fill out the manual course registration form.
d. Students having more than one failure courses may register these courses in summer but not more than three.

4. COURSE WITHDRAWAL

1. Withdrawal of a course (s) shall be allowed within first four weeks of the start of a semester instead of two weeks. Tuition fees shall however be refunded if the course is withdrawn in the first week of the semester.
2. Such withdrawals with the permission of the competent authority shall not be recorded in the transcript and the student shall not be treated as failing in such course/courses.
3. However, an F (failing grade) will be recorded in a course, if the student withdraws from it after the expiry of the two weeks of the semester.

5. ADDITION /DROP OF COURSES

A student may add/drop course(s) within the first two weeks of the semester, with the permission of Chairman of the Department provided the total number of hours registered do not exceed the maximum hours allowed in a semester/term. The time for the addition/drop of a course will start from the first day of the semester.

6. PROBATION

Students shall be required to maintain a minimum CGPA of minimum 1.5 for Bachelor and 2.70 for Masters Program. In case this CGPA falls short of this minimum limit the student will be placed on probation for a period of 2 semesters for both Bachelor and Masters. The student will however be dropped from the roll of the university if his/her CGPA falls below 0.7 at any time during his studies in the masters/bachelor programs.

In case of MS/PhD, student shall be required to maintain a minimum CGPA of 2.0, failing which his/her name shall be struck off from the university roll.

Degree Program/ Category of the Student	Passing Marks	Probation Range (CPA/CGPA Range for Probation)	Number of Semester Allowed to Clear Probation	CGPA for Award of Degree
BA, LLB (H) Shariah & Law	60%	0.7 – 1.50	2 semesters POP, PC-1, (PC-2 Ceased)	2.0
MS/LLM	65%	2.0-2.50	2 semesters POP, PC-1, (PC-2 Ceased)	2.70
PhD	70%	2.0-2.50	2 semesters POP, PC-1, (PC-2 Ceased)	3.00

7. RE- ADMISSION

a. A student whose admission is cancelled for a reason other than disciplinary action may apply for re-admission from a subsequent regular semester provided his CGPA falls in the above minimum range of probation in any program.

b. He/she will be allowed to carry forward 60% of his passed courses (excluding UR/Non-Credit Courses which will be exempted 100%) if these courses fall in the scheme of study of the year in which he is being re-admitted. In case of change of scheme, the re-admitted student shall be treated according to new scheme.

c. This Re-admission change will allowed once during the entire course of study in respective program.

d. No additional/special chance will be given for clearing probation other than mentioned above.

e. In case a student has completed his Program requirements but could not secure minimum required level of CGPA for an award of degree, he/ she shall be allowed to take maximum 4 elective courses (failed, new, passed) in the next regular semester. If a student gets better/improved grade, the same may be replaced by previous grades in failed or already passed courses with poor grades.

f. This will require the recommendation of Dean/Chairman of the faculty and approval of Director (Academics).

8. COURSE LOAD

a. Students admitted in different programs of FSL will be allowed to register Credit Hours per semester as per approved scheme of studies as normal course load (for Regular Semester). No additional course will be allowed to register in regular semesters except the last semester.

b. In last semester, only one additional (failure) course will be allowed to register other than the normal course offering.

c. For summer semester, students may be allowed to register, maximum, up to 09 credit hours (only failure courses). They may also register the courses on tutorial ship system.

9. RULES FOR USING COMPUTER LAB

1) Eating and drinking are not allowed in the lab.
2) Only registered students are allowed to use the lab.
3) Each user is assigned a user name & password. Only those students are allowed to use the computer who has the Username and Password.
4) Do not give your username and password to other students, if somebody caught then his/her account will be seized for the entire semester.
5) Students are not allowed to bring their personal computers in the labs.
6) Students are not allowed to install any kind of software in the labs without taking prior permission of the system/network administrator.
7) Students are not allowed to replace/change any computer or accessories in the lab.
8) Lab is not for discussion.
9) Lab is place for work only, any running around or horseplay is prohibited.
10) Silence should be maintained in the lab.
11) Computer games are strictly prohibited.
12) Internet facility is provided in the lab as source of information. Students are not allowed to visit any entertainment sites or site to promoting obscenity. Strict action will be taken against the student who will visit such sites.
13) Students are recommended to take the back up of their lab work on their profile & should not rely merely on the work saved on the lab hard drives.
14) Students must save important data in Z DRIVE.

15) Each student is assigned 20 MB space, so use this space to store your assignments and projects.

16) If any type of inappropriate data will be found in any student's profile strict action will be taken.

17) In the case of any problem, student should contact the Lab Administrator.

Above rules and regulations are the reproduction from prospectus, notifications and decisions of the academic council. Original will be referred if required.

Note: These rules/Regulations are subject to change from time to time as and when approved by the statutory bodies of the University.