



AL-ALEEM MEDICAL COLLEGE

(A Company set up under Section 42 of the Companies Act 2017)

GULAB DEVI CHEST HOSPITAL, FEROZEPUR ROAD LAHORE, PAKISTAN

Transfer / Migration Policy

Purpose:

The purpose of this policy is to establish and define transfer criteria in order to facilitate the students in perusing their academic career.

Scope:

The policies and procedures outlined in this document applies to all medical students willing to migrate into the or out of Al-Aleem Medical College (AAMC).

Entitlement:

This document entitles the college to implement this rule to be followed by the students in letter and spirit. All the students are entitled to obey & avail this policy.

Objectives:

The objectives of having a clear laid down transfer policy is provide clarity to candidates and college students.

As regards the transfer of the students, the college shall follow the transfer policy of the University of Health Sciences in general as well as the rules of the Pakistan Medical & Dental Council in particular, if any. The college management shall upload the announcement on the website every year regarding the vacant seats of the college. The window for applying for the vacant seat remains open for 14 days as per direction by the regulatory body or affiliated university. Migration request of only those undergraduate students shall be entertained who have passed their First Professional University Examination in totality whereas for students of MBBS course migration request shall only be entertained if he / she has passed both 1st Professional Part I & Part II examinations.





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In case of more than one application, the following merit determination formula will be used for processing migration.

| Year | Weightage to the merit of application at the time of admission | Marks obtained in last professional examination | Weightage |
|---------------------------|--|---|-----------|
| 3 rd Year MBBS | 50% | 1 st Professional | 25% |
| | | 2 nd Professional | 25% |
| 4 th Year MBBS | 50% | 1 st & 2 nd Professional | 25% |
| | | 3 rd Professional | 25% |
| Final Year | As per directed by the relevant University. | | |

However, *inter alia* with the above, on the directive of PM&DC or the application of the student, the college shall adopt the following SOPs,

1. Receiving of applications from the students.
2. Preparation of merit list if more than one applicant.
3. No Objection Certificates from the Heads of Colleges/ Institutions/ Departments concerned.
4. No Objection Certificate issued by relevant Regulatory Bodies.
5. No Objection Certificate from the parent University in case of Inter-University Migration.
6. Payment of prescribed fee.
7. Detailed transcript/academic record in case of Inter-University migrations.



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Principal

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