



PROFORMA-19

Template for Curricula/Syllabi of Associate Degree Program

(To be offered in affiliated colleges)

Program Title: \_\_\_\_\_

Department: \_\_\_\_\_

Faculty: \_\_\_\_\_

1. Program Introduction

2. Program Objectives

- 1. ....
2. ....
3. ....

3. Market Need / Rationale of the Program

The program should include a need assessment to justify the need.

- a) Potential Students for the program. (Career needs, subject interest etc.)
b) Potential Employers (Public, private, NGOs, industry projections, employment opportunities/estimated market demand/Number of job openings, Current and future prospects)

4. Admission Eligibility Criteria

- .....

5. Duration of the Program

- Semesters/Years/ Credit hours

6. Categorization of Courses as per HEC Recommendation and Difference

Table with 4 columns: Semester, General Education Courses, Subject Specialized Courses, Semester Load (in credits). Rows include 1, 2, 3, 4, PU, and HEC Guidelines.

7. Scheme of Studies / Semester-wise Workload

#	Code	Course Title	Course Type <sup>^</sup>	Course sub-category*	Credit hours	Any other
<b>Semester I</b>						
1.						
2.						
3.						
4.						
5.						
<b>Total Credit Hours</b>						
<b>Semester II</b>						
1.						
2.						
3.						
4.						
5.						
<b>Total Credit Hours</b>						
<b>Semester III</b>						
1.						
2.						
3.						
4.						
5.						
<b>Total Credit Hours</b>						
<b>Semester IV</b>						
1.						
2.						
3.						
4.						
5.						
<b>Total Credit Hours</b>						
<b>Grand Total</b>						

\*Type of course means General Education or Subject Specialized courses. Course sub-category means courses come under stream of Breadth, Function skills, Pakistan Studies, Islamiyat/Religious Studies).

## 8. Award of Degree

CGPA/ percentage required to Qualify Associate Degree (As per PU rules)

Non-credit Internship (as per HEC/PU guidelines)

Practical Learning Lab (as per HEC/PU guidelines)

Non-credit course (if any)

9. **Course Outlines separately for each course.** The course outline has following elements:

- **Title and Code Number, Semester, and Credit Hours**
- **Introduction of the Course (100-150 words)**
- **Course Objectives**
  - 1.....
  - 2.....
- **Contents**
  - Unit-I**
    - 1.1 Headings
      - 1.1.1 Sub-headings
  - Unit-II**
    - 2.1 Headings
      - 2.1.1 Sub-headings
- Teaching-learning Strategies
- Assignments- Types and Number with calendar
- Assessment and Examinations: As per University Rules
- Textbooks. In the detail of course outline, one may mention chapters of the textbook with the content topics
- Suggested Readings

Note:

1. It is preferable to use latest available editions of books. Mention the publisher & year of publication.
2. The References/ bibliography may be in accordance with the typing manual of the concerned faculty/subject

**Program Coordinator.....**

**Head of the Department.....**