**PROFORMA-19**

# Template for Curricula/Syllabi of Associate Degree Program

**(To be offered in affiliated colleges)**

# Program Title: Department: Faculty:

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## Program Introduction

1. **Program Objectives**

1. ……

2. ……

3. ……

## Market Need / Rationale of the Program

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

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

## Admission Eligibility Criteria

* ………………………………………………….

## Duration of the Program

* Semesters/Years/ Credit hours

## Categorization of Courses as per HEC Recommendation and Difference

**Semester**

**General Education** **Subject Courses** **Specialized**

**Courses**

**Semester Load**

**(in credits)**

**1**

**2**

**3**

**4**

**PU**

**HEC Guidelines**

1. **Scheme of Studies / Semester-wise Workload**

**#** **Code**

**Course Title**

**Course Type^**

**Course sub- category\***

**Credit hours**

**Any other**

**Semester I 1.**

**2.**

**3.**

**4.**

**5**

## Total Credit Hours

**Semester II 1.**

**2.**

**3.**

**4.**

**5**

## Total Credit Hours

**Semester III 1.**

**2.**

**3.**

**4.**

**5.**

## Total Credit Hours

**Semester IV 1.**

**2.**

**3.**

**4.**

**5.**

**Total Credit Hours**

## Grand Total

\*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).

## 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)

1. **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. Headings
     1. Sub-headings

## Unit-II

* 1. Headings
     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…………………………………**