

# Universal College Lahore

(a project of UCL Pvt. Ltd.)



## School of Economics & Management Sciences

**ACADEMIC SESSION: SEPTEMBER 2023 - MAY 2024**

### **Admission Procedure Fee Structure & Merit Scholarship Scheme**

#### **Admission Procedure**

The completed application form must be received by the Admissions Office along with:

1. two (2) passport size photographs;
2. Rs. 5,000/- as Registration Fee (non-refundable);
3. Documentary evidence (with English translation where applicable) of the following:
  - a) name and date of birth e.g. photocopy of one of these: Birth Certificate or CNIC or Passport
  - b) qualifications listed in the application form;

Candidates having the requisite qualifications, are called for an interview by the UCL Admissions Board. Confirmation or rejection of admission is communicated to the applicants within 10 days of the date of the interview. Candidates accepted for admission must complete their enrolment before the date stated in the Admission Offer Letter.

# Fees Payable

New/Internal Intake refers to a student's status at the entry point of a Programme and the status determined continues till the end of the Programme.

**New Intake** refers to the students taking admission from institutions other than Bloomfield Hall and UCL and this status continues till the completion of the academic programme;

**Internal Intake** refers to the students who joins UCL after completing the academic programme from Bloomfield Hall/UCL.

## UCL Fees (in Pak Rupees)

### Payable once at the time of Admission

(with first Installment)

	<b>New Intake</b>	<b>Internal Intake</b>
Registration Fee	5,000	5,000
Admission Fee	50,000	NIL
Continuing Fee	NIL	15,000
Security Deposit	10,000	10,000

(See Rules 6 regarding the above)

### First Installment (payable by 8<sup>th</sup> September)

(New admissions to pay by the date mentioned in the Offer Letter)

#### BSc and BBA Programmes

Tuition Fee (First & Second Year Students)	260,000	235,000
Tuition Fee (Final Year Students)	364,000	329,000
UCL Re-registration Fee (Continuing Students )	2,000	2,000

#### CertHE in Business Administration

Tuition Fee	260,000	235,000
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#### CertHE in Social Sciences (CHESS)

Tuition Fee	260,000	235,000
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#### International Foundation Programme (IFP)

Tuition Fee	200,000	180,000
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#### Annual Charges (payable by all once in a year)

Computer Lab/Extra Curricular Activities	20,000	20,000
Library charges	25,000	25,000
Functions and Trips (except overnight trip)	30,000	30,000

### Second Installment (payable by 8<sup>th</sup> December)

#### BSc and BBA Programmes

Tuition Fee (First & Second Year Students)	260,000	235,000
Tuition Fee (Final Year Students)	156,000	141,000
Graduation Ceremony Charge (payable only by graduating students)	5,000	5,000

#### CertHE in Business Administration

Tuition Fee	260,000	235,000
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#### CertHE in Social Sciences (CHESS)

Tuition Fee	260,000	235,000
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#### International Foundation Programme (IFP)

Tuition Fee	200,000	180,000
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**Note:** Students taking less than 4 subjects in a year are charged the following tuition fee:

3 subjects:  $\frac{3}{4}$  tuition fee; 2 or 1 subject:  $\frac{1}{2}$  tuition.

## University of London Fees (in British Pound Sterling )

**Application Handling Fee** (New admissions – BSc & BBA students) 107

Payable at the time of submitting application for admission to the University of London.

**Initial Registration Fee** (New admissions)

International Foundation Programme (IFP)	1285
BSc and CertHE in Social Sciences	1275
BSc Business Administration	1840
CertHE in Business Administration	919

**Payable before 15<sup>th</sup> October, subject to acceptance by UOL**

**Annual Continuing Registration Fee** (continuing students only)

BSc and CertHE in Social Sciences	581
BSc Business Administration	918
Transfer from CertHE to the BSc Business Administration	1840
International Foundation Programme (IFP)	471

**Continuing Registration Fee to be paid to UOL on or before the deadline date specified by UOL.**

**Examination Fee:**

CertHE in Social Sciences (CHESS)	1536
BSc	384/unit 192/half unit
CertHE in Business Administration	441/unit
BSc Business Administration	441/unit
Online Examination Administration Fee (per subject)	10

**Examination Fee to be paid to UOL on or before the deadline date specified by UOL.**

International Foundation Programme (IFP)	288/unit
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Payable by 15<sup>th</sup> October together with Initial Registration Fee

### NOTE:

There is an additional charge of £70 for each law course a student studies.

For some subjects, there may be additional charges shown on the form generated online.

**Mode of Payment:** University of London charges are paid by the Student/Sponsor directly to the University of London through their VLE Portal.

**Note:** The student is entirely responsible for the payments to be made to the University of London. UCL will not be responsible for any consequences that may arise due to the non-payment/ delayed payments or due to the mode of payment adopted.

## British Council Fees (in Pak Rupees) if applicable

The British Council Examination Fee to be deposited at the designated bank as per The British Council rules.  
**Payable by 8<sup>th</sup> January.**

**Examination Entry will be forwarded to the relevant Examining Board only if UCL dues have been paid in full. Furthermore, it will be sent only for the subjects studied at UCL. Please contact your Course Coordinator for any queries related to the choice of subjects.**

# Merit Scholarship Scheme

The Merit Scholarship for First Year is calculated on the basis of results of the examination(s) taken in the 'A' Level in at most two of his/her latest attempts before the 1st of September of the year of admission at UCL.

## First Year

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### Academic

#### BSc and BBA Programmes

##### Entrants with A Level Qualification

Students achieving 4 A grades at GCE 'A' Level:	75% of Tuition Fee
Students achieving 3 A (or 2 A and 2 B) grades at GCE 'A' Level:	50% of Tuition Fee
Students achieving 2 A (or 1 A & 2 B or 4 B) grades at GCE 'A' Level:	15% of Tuition Fee

##### Entrants with BA/BSc/B.Com Qualification

Aggregate marks 90% or above at Bachelor Level:	75% of Tuition Fee
Aggregate marks 80% - 89% at Bachelor Level:	50% of Tuition Fee
Aggregate marks 70% - 79% at Bachelor Level:	15% of Tuition Fee

The above scheme applies if applicants have 'A' Level or hold a Bachelor's degree.

##### Entrants with High School Diploma & APs

Students achieving A and A+ & Band 5 in two full APs	75% of Tuition Fee
Students achieving A- and B+ and Band 5 and Band 4 in the two APs	50% of Tuition Fee
Students achieving B- and B and Band 4 in the two APs	15% of Tuition Fee

##### Entrants with IFP

Students achieving 4 distinctions	100% of Tuition Fee
Students achieving 3 distinctions	70% of Tuition Fee
Students achieving 2 distinctions	30% of Tuition Fee
Students achieving 1 distinction and 1 merit (one distinction considered equivalent to two merits (60-69 mark range))	15% of Tuition Fee

#### CertHE in Social Sciences (CHESS)

##### Entrants with 'O' Level Qualification

Students achieving 7 or more A grades at 'O' Level	50% of Tuition Fee
Students achieving 6 A grades	40% of Tuition Fee
Students achieving 5 A grades	20% of Tuition Fee

##### Entrants with Intermediate Level Qualification

Aggregate marks 80% or above at Intermediate Level:	30% of Tuition Fee
Aggregate marks 70% - 79% at Intermediate Level:	15% of Tuition Fee

##### Entrants with High School Diploma

Students achieving A OR A+	40% of Tuition Fee
Students achieving A- OR B+	20% of Tuition Fee

**NOTE:** For qualifications not listed above, an equivalence certificate from the HEQER Relevant Examining Board will be required to determine the scholarship.

# Merit Scholarship Scheme

## Sports

Only one scholarship of 50% of tuition fee will be given for the academic year on the recommendation of the UCL Sports Board.

## Subsequent Years

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The scholarship in the subsequent years is awarded on the basis of the marks attained in the University of London examinations in each year.

### For EMFSS:

Students achieving 4 distinctions	100% of Tuition Fee
Students achieving 3 distinctions	70% of Tuition Fee
Students achieving 2 distinctions	30% of Tuition Fee
Students achieving 1 distinction and 1 merit	15% of Tuition Fee

### For BBA:

Students achieving 4 distinctions	100% of Tuition Fee
Students achieving 3 distinctions	50% of Tuition Fee
Students achieving 2 distinctions	20% of Tuition Fee
Students achieving 1 distinction and 1 merit	10% of Tuition Fee

## Sports:

Sports scholarship will continue provided the following criteria are met:

- a) Satisfactory report from the Sports Head
- b) Passing all subjects in the preceding year

## Other Rules

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Scholarships will be paid in the current academic year on the basis of the UoL results in the previous academic year subject to the following conditions:

- a) The scholarship will be paid in two equal installments. The first installment will be paid in January subject to achieving at least 50% credit points in the December Report. The second installment will be paid in April subject to achieving at least 50% credit points in the April Report.
- b) The scholarship is paid on a pro rata basis if the number of subjects taken at UCL is less than four full units.
- c) The scholarship cannot be availed by students who have received fee concession on any other ground.
- d) All dues, including tuition fees, are paid up-to-date.

# Tuition Fee Payment Rules

1. UCL fee cards are issued well in advance of the last date of payment of tuition fee. Fee cards are sent to parents through the students. If the fee card is not received by the parent, it should be assumed that the student has misplaced it and the parent **MUST** contact the College regarding this matter.
2. In case fee card is lost or misplaced, a charge of Rs. 200 is made to prepare a duplicate card.
3. After the final date of payment, the fee may be paid within the grace period of ten days, with a fine of Rs. 2,000.
4. If the fee is paid by cheque and the cheque is returned unpaid by the bank, a charge of Rs. 1,000 is made to cover administrative costs in addition to the late fee charges (if applicable).
5. After the grace period is over, the student's name is subject to cancellation and re-admission of the student is conditional upon:
  - i) the full payment of the Admission Fee
  - ii) the full payment of all outstanding dues
  - iii) a vacancy in the class since the place might have been offered to another applicant, and
  - iv) recommendation by the Head for re-admission of the student.
6. The Registration, Admission and Continuing Fees are payable once at the time of admission and are non-refundable. The Security Deposit is refundable only when
  - a) tuition fees are not outstanding
  - b) no deductions have been made against the deposit, and
  - c) claimed within three years of the College leaving date.
7. Tuition fee once paid is not refundable irrespective of whether the student leaves the course voluntarily or is asked to leave the course on academic, discipline or any other grounds.
8. Students with brothers/sisters studying in the College are charged full fee for the two senior brothers/sisters. Half fee is charged for the rest.
9. Tuition fees normally increase at the rate of 10-20% per year.
10. College Leaving Certificates/Results etc are issued within a period of ten working days on the presentation of Accounts Clearance Certificate.
11. Fees paid in cash are **ONLY** received by the College banks. Fees paid by cheque are received by the College Accounts Office.
12. After paying fee to the bank, a photocopy of the Parent's Copy of the Fee Card **MUST** immediately be returned to the Account Office.

**The college reserves the right to change or amend the rules/conditions stated.**