



AVICENNA MEDICAL COLLEGE POLICY ON ELECTIVES

Standard 4.3s: The educational program is designed to offer student-selected optional components or electives as part of the curriculum

This policy has been formulated in conformity of the above quality standard which reads as follows:

Students' Electives:

1. Avicenna Medical College, like all other colleges affiliated with the University of Health Sciences is following a traditional curriculum and there is little choice of the students to make any selection from the curriculum document. However, the college has endeavored to give the student latitude and to make a choice of the batch for the rotations for the clinical subjects in the final exams. Avicenna Medical College has already worked and awaits the enforcement of the integrated system which shall give the student an opportunity to select components that would be termed as his electives.

Subject Based Learning

2. Avicenna Medical College is following the Curriculum / Syllabus of the University of Health Sciences. This syllabus is based on Subject Based Learning and offers little choice of electives to the students. In view of such a requirement of adherence to the UHS Syllabus with in turn basis itself on the HEC / PM&DC Curriculum, the students of 1st to 4th Year MBBS have little choice in selecting or electing for the module of their choice.
3. The college however has a dedicated system of student participation and feedback which eventually results in a greater students' say in what they would like to do and this would be achieved and ensured through the following:
 - a. Students' Participation in Program Evaluation Committee
 - b. Students' Participation in Curriculum Committee
4. The composition of the above listed committees is as follows:

Committee Composition

Program Evaluation & Review Committee

Prof. Dr. Rehana Shahid
Prof. Dr. Binyamin Ahmed

HOD Anatomy
HOD Physiology

Standards

Prof. Dr. Zubair Ahmed	HOD Biochemistry
Prof. Dr. Rubina Hafeez	HOD Pathology
Prof. Dr. Najma Naz	HOD Pharmacology
Prof. Dr. Zainab Perveen	HOD Forensic Medicine
Prof. Dr. Rana M Akhtar Khan	HOD Community Medicine
Prof. Dr. Luqman Ahmed	HOD Medicine
Prof. Dr. Mehmood Alam	HOD Surgery
Prof. Dr. Nuzhat Parveen Khwaja	HOD Obs & Gynae
Prof. Dr. Mariam Waheed	HOD Paediatrics
Prof. Dr. M. Ayub Khan	HOD ENT
Prof. Dr. Khalid Mehmood	HOD Ophthalmology
Assistant Prof. Dr. Fatima Aslam	HOD Behavioral Sciences / Psychiatry

Student Members

The class representatives from all classes (three from each class) attend the program evaluation and review sessions for the items that pertain to their class. The list of CRs is as follows:

1st Year: Laibah Zakariya, Asim Dildar

2nd Year: Uswah, Abdullah Altaf

3rd Year: Ali, Fatima

4th Year: Fatima Zahid, Salman Masood

5th Year: Sameer, Ayesha

Committee Composition

Curriculum Committee

Prof. Dr. Gulfreen Waheed (MHPE)	Chairperson / Principal & ME Expert
Prof. Dr. Rehana Shahid	HOD Anatomy
Prof. Dr. Binyamin Ahmed	HOD Physiology
Prof. Dr. Zubair Ahmed	HOD Biochemistry
Prof. Dr. Rubina Hafeez	HOD Pathology
Prof. Dr. Najma Naz	HOD Pharmacology
Prof. Dr. Zainab Perveen	HOD Forensic Medicine
Prof. Dr. Rana M. Akhtar Khan	HOD Community Medicine
Prof. Dr. Luqman Ahmed	HOD Medicine
Prof. Dr. Mehmood Alam	HOD Surgery
Prof. Dr. Nuzhat Parveen Khwaja	HOD Obs & Gynae
Prof. Dr. Mariam Waheed	HOD Paediatrics
Prof. Dr. M. Ayub Khan	HOD ENT
Prof. Dr. Khalid Mehmood	HOD Ophthalmology
Assistant Prof. Dr. Fatima Aslam	HOD Behavioral Sciences / Psychiatry
Ayesha Ehsan & Sameer Khan	M-14 CRs, Student Representatives

5. The above participation by the students results in the formation of batches, the rescheduling of tests and practicals and the provision of vital feedback by the students in the conduct of the curriculum.

Student Electives on Rotation / Clerkship

6. Avicenna Medical College offers an element of student electives in the Final Year where the rotation is done in batches for six weeks in each department i.e. Medicine / Surgery Unit I, Medicine / Surgery Unit II, Gyne & Obstetrics are given the rotational choice at the beginning of the year. The program for rotations is formulated with the full participation of the students in the Program Evaluation and Review and the Curriculum Committee.
7. Consequent to the participation of the students and the unanimous development of the rotational program, the batches are formulated as follows:

5th Year Batch A1

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-01	ARSHIA MUNIR	Dr. Luqman Ahmed	Dr. Mushtaq Ahmed
2	M14-02	HAJRA SAIF		
3	M14-03	BISMA SHAKEEL SAPRA		
4	M14-04	ABRAR AHMAD		
5	M14-05	HAFIZ M. ZUBAIR		
6	M14-06	HARIMA KHUSHBAKHT		
7	M14-07	NASEER AHMAD		
8	M14-08	FAWAD AMIN		

5th Year Batch A2

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-09	ADEENA RASHEED	Dr. Ghazanfar Mehdi	Dr. Mushtaq Ahmed
2	M14-10	AMAL SHABBIR CH.		
3	M14-11	ASMA TOOR		
4	M14-12	AYASHA FROOQ		
5	M14-13	HANZALA IFTIKHAR		
6	M14-14	ZEESHAN AHMAD KHAN		
7	M14-15	SHEHZINA TARIQ		
8	M14-16	NAWAL MINHAS		

5th Year Batch A3

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-17	UROOJ BARI	Dr. Shamshad Ali	Dr. Mushtaq Ahmed
2	M14-18	NIMRA BESHARAT		
3	M14-19	HAFSA SARWAR		
4	M14-20	EFFAH LATIF		
5	M14-21	FAHAD IMTIAZ		
6	M14-22	HAIDER ALI RANDHAWA		
7	M14-23	HASSAN IQBAL		
8	M14-24	FAIZAN MAQSOOD		
9	M14-142	FATIMA TAHIRA		

5th Year Batch B1

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-25	M. ALI TAHIR	Dr. Waheed Ahmed	Dr. Azhar Waheed
2	M14-26	AYESHA IHSAN		
3	M14-27	ASHWA ZULFIQAR		
4	M14-28	M. UMAIR KHAN		
5	M14-29	AIZA AFSHEEN		
6	M14-30	ANOSHA KHURRAM		
7	M14-31	FATIMA SALIM		
8	M14-32	IFRA AZIZ		

5th Year Batch B2

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-33	FATIMA ASLAM	Dr. Usman Amir	Dr. Azhar Waheed
2	M14-34	HIRA SAJJAD		
3	M14-35	FIZA ASLAM		
4	M14-36	IRUM SHAHZADI		
5	M14-37	FATIMA IFTIKHAR		
6	M14-38	AYESHA LIAQAT		
7	M14-39	SAMEER KHAN		
8	M14-40	TALHA TARIQ		

5th Year Batch B3

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-41	M. USAMA	Dr. Atif Mirza	Dr. Azhar Waheed
2	M14-42	ZAHEER ABBAS		
3	M14-43	MUJTABA OMER		
4	M14-44	M. UZAIR KHAN		
5	M14-45	ALTOOZ NAEEM		
6	M14-46	ASHNA ZUBAIR		
7	M14-47	MAVRA ASIF		
8	M14-48	PARAS FATIMA		

5th Year Batch C1

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-49	IFRA HAMID	Dr. Mehmood Alam	Dr. Yasmin Usman
2	M14-50	FAIZA AMIN		
3	M14-51	MEHAK TASWAR		
4	M14-52	IRUM FATIMA		
5	M14-53	KIRAN SHEHZADI		
6	M14-54	TOOBA NAVEED		
7	M14-55	AYESHA IQBAL		
8	M14-56	KAINAT MUMTAZ		

5th Year Batch C2

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-57	MAHNOOR CHAUDHRY	Dr. Khalid Nizami	Dr. Yasmin Usman
2	M14-58	LYEBA AMANAT		

Standards

3	M14-59	MUQADDAS IMTIAZ		
4	M14-60	ASMA WAHEED		
5	M14-61	LAIBAH IMTIAZ GILL		
6	M14-62	NAVAIRA ASHFAQ		
7	M14-63	JAVARIA SAEED		
8	M14-64	FAIZA ASLAM		

5th Year Batch C3

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-65	GHUNWA JAVED	Dr. Fatima Ahmed	Dr. Yasmin Usman
2	M14-66	IRFAN RASHEED		
3	M14-67	ASAD ALI		
4	M14-68	TALHA IDREES		
5	M14-70	SHEHROZ SALTAN		
6	M14-71	M. ISRAR ALI		
7	M14-72	FAIZAN SAEED		

5th Year Batch D1

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-73	AYSHA ASGHAR	Dr. Zahid Akbar	Dr. Mehboob Alam
2	M14-74	MADIHA KANWAL		
3	M14-75	IQRA MAQSOOD		
4	M14-76	YAMNA TAHIR		
5	M14-77	WARA BUTT		
6	M14-78	SUMIYA NASIM		
7	M14-79	HINA IQBAL		
8	M14-80	SEERAT BASHIR		

5th Year Batch D2

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-81	ANSAR JAWAD	Dr. Hassan M. Khan	Dr. Mehboob Alam
2	M14-82	ZAIGHUM JAWAD KHAN		
3	M14-83	M. YASIR ALI		
4	M14-84	MARYAM ZAFAR CHEEMA		
5	M14-85	TAYYABA HABIB		
6	M14-86	M. ZUBAIR		
7	M14-87	SHAFI AFZAL KHOKHAR		
8	M14-88	AREEB KHADIM		

5th Year Batch D3

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-89	M. UMER FAROOQ	Dr. Basil Rizvi	Dr. Mehboob Alam
2	M14-90	SARABJEET SINGH		
3	M14-91	ASAD REHMAN NONARI		
4	M14-92	MUJAHAD NAWAZ		
5	M14-93	SHAHID FIAZ		
6	M14-94	ASAD ULLAH		
7	M14-95	REHAN ABBAS		

5th Year Batch E1

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-96	AYESHA PERVAIZ	Dr. Nuzhat Parveen Khwaja	Dr. Muntaha Sarosh
2	M14-97	ZAINAB RANA		
3	M14-98	HALEEMA SADIA		
4	M14-99	HUMA HAMID		
5	M14-100	JAVERIA SAFDAR		
6	M14-101	WAJAHAD SALEEM		
7	M14-102	SOOPHIYA KHAN		
8	M14-103	SOOPHIYA KHAN		

5th Year Batch E2

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-104	SANA ASLAM	Dr. Kokab Zia	Dr. Muntaha Sarosh
2	M14-105	UME SOBIA		
3	M14-106	AMARA WAHEED		
4	M14-107	KAMRAN MANZOOR		
5	M14-108	MAHTAB TAHIR		
6	M14-109	TANVEER AHMAD		
7	M14-110	SHEHROZ MUNIR		
8	M14-111	M. ZUBAIR LATIF		

5th Year Batch E3

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-112	MUDASSAR NAWAZ	Dr. Amna Aslam	Dr. Muntaha Sarosh
2	M14-113	SAQIB IQBAL		
3	M14-114	USMAN NISAR		
4	M14-115	IJAZ AHMAD		
5	M14-116	ARSLAN NOOR		
6	M14-117	HAFIZ M. TALHA		
7	M14-118	NABILA GHAFAR		

5th Year Batch F1

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-119	QURAT UL AIN	Dr. Aneela Zareen	Dr. Shehla Usman
2	M14-120	NIMRA AHSAN		
3	M14-121	MAHREEN FATIMA		
4	M14-122	TURAB FATIMA		
5	M14-123	NATILA HASHMI		
6	M14-124	BISMA ABAID UR REHMAN		
7	M14-125	AYESHA TARIQ		
8	M14-126	SEEMAL TARIQ		

5th Year Batch F2

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-127	RAZIA KOUSAR	Dr. Maryam Waheed	Dr. Shehla Usman
2	M14-128	ROHMA SALEEMI		
3	M14-129	MEHREEN YOUSAF		
4	M14-130	RIDA ZAHRA		
5	M14-131	SAMREEN AKHTAR		

6	M14-132	HADIA IDREES		
7	M14-133	MUNEEB AHMED		
8	M14-134	MUHAMMAD SAJID		

5th Year Batch F3

Sr	Roll No.	Name of Student	Supervisor	Reserve
1	M14-135	MOZZAM ALI	Dr. Hamayun Idrees	Dr. Shehla Usman
2	M14-136	HAFIZ AHMAD RAUF		
3	M14-137	MUHAMMAD USMAN		
4	M14-138	JAHANZED BAJWA		
5	M14-139	QASIM SARFARAZ		
6	M14-140	MOMIN MAZHAR		
7	M14-141	SAADAT ALI		

Proposed Policy on Selective and Electives System Based Learning

Selectives and Electives

8. Selectives are offered to students in Year 3 and Electives are offered to students in Year 4 and these electives provide students an opportunity to learn and strengthen skills and give opportunities for a different exposure.

The Electives office is custodian of elective and selective records and forwards the students evaluation to the Curriculum Committee for the selective/elective rotations. Student's eligibility to write certification examinations are based on completed evaluations.

Year 3 Selectives:

9. Students must complete 4 weeks of "Selectives" during their 3rd year of studies. The Class will be divided into 5 groups by student records office and each group will complete the Selectives at Avicenna Medical College in their Year III. Selectives can be done either in below mentioned clinical disciplines or conducting research (basic or clinical research) or in Community Health Sciences:
- Clinical Selectives:** may be done in the following disciplines - Internal Medicine (including Pulmonology, Cardiology, Gastroenterology, Oncology, Endocrinology and Neurology), Surgery (including General Surgery, Cardiothoracic, Paediatric Surgery, Vascular, Plastic Surgery, Urology, Ophthalmology, Otolaryngology and Neurosurgery), Pathology, Radiology, Paediatrics, Obs/Gyne and Anaesthesia. Each department can accommodate 1-2 students for each 4 weeks rotation.
 - Research Selectives:** may be in any discipline (e.g. Paediatrics, Psychiatry, Obstetrics & Gynaecology, Community Health Sciences, Emergency Medicine, Orthopedics, Basic Sciences etc.)
10. Students will register with the Department of Medical Education at Elective Desk and list their top 3 choices by filing the application for Selectives available at the College. The Elective Office will coordinate with the respective departments for the placement. For each group the Elective Office will announce the dates to start process of Selectives.

Standards

At the conclusion of selective rotation, student is responsible for submitting their evaluations to the Elective Office. Evaluation must reach elective office in the 3 – 5 working days of conclusion of selectives.

Students with remedial rotations are advised to contact the Elective Desk in DME before commencement of their selective rotation.

Year 4 Electives:

11. At the conclusion of elective rotation, student is responsible for submitting their evaluations to the Elective Office. Evaluation must reach elective office in the 3 – 5 working days of conclusion of elective rotation. Electives must be registered and approved by the Department of Medical Education prior to initiation of elective period. If registration and approval have not been granted by Elective Desk DME, such electives will not be counted as having been completed satisfactorily. In such cases the elective office reserves the right to recommend failure of rotation to the curriculum committee.

Students with remedial rotations are advised to contact the Elective Desk of DME before commencement of their electives rotation.

Year 5 Electives:

12. Duration of Electives: Electives are a mandatory component of the Aga Khan University M.B.,B.S. curriculum. Eight weeks in the final year of M.B.,B.S. are reserved for an elective experience. Students are required to complete full eight weeks of their electives. Shortfalls and unsatisfactory evaluations may call for disciplinary measure and in extreme cases, exclusion from certification examination. Choice of discipline during these 8 weeks is up to the student. However, when a student is required to take a remedial, up to four weeks, could be used for it from the elective period.

- a. Please note that home or permanent place of residence is defined as the student's family address listed with the Avicenna Medical College. Only students registered as foreign status at Avicenna can pursue clinical electives in the 4th year at their place of permanent residence abroad.
- b. The Hospital should have some kind of training program or a large private practice with a doctor who is also associated with the University and has an academic appointment. Example of a private institution which has training programme is Aadil Hospital which is an affiliated teaching hospital with Avicenna Medical College apart from Avicenna Hospital.

Procedure for Arranging Electives:

13. Application on prescribed forms (to be designed as per the integrated Curriculum) should reach the Elective Desk of DME, Office of the Registrar at least 6 months prior to the commencement of electives. The elective desk will not remind students to submit applications; it is student's own responsibility to submit these on time. The Elective Desk will not take any responsibility pertaining to late applications.

Standards

Students are advised to discuss their application, choice and field of elective, with your mentor and relevant faculty members.

As a mandatory requirement, all students are required to submit the elective application to the Elective Desk, DME, at least 2 weeks before the term.

Students must make allowances in time for these procedural matters. No elective outside Avicenna Medical College will be allowed or accepted unless the proper process is followed.

14. At the conclusion of the elective, the elective supervisor should submit an evaluation form (E-3 form) to Elective Office, Office of the Registrar. Evaluations are required to complete requirements of the curriculum and Dean's letter. Lack of evaluation will be considered as an elective "not done". The elective office reserves the right to recommend this incomplete elective status to the concern year committee, curriculum committee and examination and promotion committee.

Students should also submit a comprehensive review on their electives in the prescribed form to the Elective Desk. This report will assist other students in determining the suitability of that site.

Please Note: All the above forms will be designed and made available at the Department of Medical Education of Avicenna Medical College.

15. Any developments particularly confirmation of placement, the date of departure etc., should be intimated to the Elective Desk at DME. It is the responsibility of the individual student to keep the Elective Office informed on the progress of their elective placements and should submit elective evaluations on time.

Students are advised to think through their objectives carefully before writing in the application form.

Students are also advised, in their own interest, to consult with the Elective Office to clarify all matters related to the application before completing the same.

All electives are undertaken by the students at their own risk and responsibility.

All dues against the tuition fee, hostel, communication etc. should be cleared before submitting the electives application and proceeding for electives.