



INTRODUCTION

AL-FATEH was established in 2020 for the public benefit and it is recognized widely. Our attractive premises, vibrant campus and rigor academics are renowned.

We Aim to provide curriculum based and research oriented education targeted to head start students into professional fields. Extra-curricular activities like Sports week, culture events, literature festivals, etc. are also promoted.

Mission

To strengthen the goal of National Health Care Delivery System through Human Resource Development by providing high quality academic and practical training in the HSSC Medical Technology Fields.

Teaching Facility & supporting staff

The college has very experienced and qualified teaching faculty members who impart quality education to the students to make them able to face the problems and challenges of practical life boldly and successfully and continued for the betterment of the suffering community of Pakistan. The services and cooperation of the supporting staff and administrative staff is also appreciable.

Facilities of Practical Laboratories

All the practical laboratories have complete equipments, kits, chemicals etc. for the smooth performance of practicals of the students of HSSC & B Pharm classes. The requirements for practicals are regularly demanded and acquired through Central Store of the Institute.

Advance Computer Lab have also been set- up to facilitate students in interactive learning and developing IT based Skills.

FEE STRUCTURE

ADMISSION FEE:

| Fee per Head | Amount |
|---------------------------|--|
| Admission fee | Admission fee 5,000/- Lab fee 2000/- Computer lab fee 2000/- Library fee 1000/- |
| Security fee (refundable) | 2000/- |
| Total | Rs. 12,000/- |

Monthly Fee:

| | |
|---------------------|--------|
| Regular Monthly fee | 5000/- |
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Scholarship policy:

Scholarships are available for FSC and Medical Technology Programs for first 30 students in Admission fees only.

100% = Scholarship for 1000+ Marks.

50% = Scholarship for 900+ Marks.

25% = Scholarship for 800+ Marks

Term and conditions:

- 1: Security fee is refundable only after good conduct of students is observed.
- 2: Annual examination fee will be charged as per Federal Board policy.
- 3: Other fee paid is non- refundable.
- 4: Fee would be paid monthly by 10th of each month. After that 50 Rs / day Fine will be charged.

Attendance:

It is Mandatory to achieve 75 % attendance (In Each Subject) during the academic period (as per requirement of FBISE / University) failing which the student will not be allowed to appear in the Final Examination. The student remaining absent on the account of illness or other genuine reasons will also not be exempted.

Leave Policy:

- No Casual Leave will be permitted during the study period except on compassionate or medical grounds on providing medical certificate from medical officer of a government hospital.
- The college will observe the recognized Federal government Holidays only.
- Prior written permission from college authorities is essential before proceeding on leave.
- Absent from class without sanctioned leave will be punishable.
- If a student remains absent from the college for six (6) consecutive days without prior permission, his/her name will be struck off from the college. Re-admission will be allowed only with the permission of principal after submitting Re-admission Fee.

Uniforms

The students are advised to come to the college in the uniform which is as under:

| | |
|---------------|--|
| BOYS -WINTER | White Shirt, Grey Trouser, Green Tie & Green Blazer Sweater/ Jersey/Coat & Black Shoes with Black Socks. |
| Summer | White Shirt, Grey Trousers & Black Shoes with Black Socks. |
| Girls -Winter | White Shalwar Kameez & Green Dopatta. Green Blazer Coat/Sweater/Jersey & Black Shoes & white socks, plane scarf. |
| Summer | White Shalwar Kameez and Dopatta & Black Shoes, White socks, plane scarf of green colour. |



The student coming to college without uniform will not be allowed to attend the class. Otherwise, a strict disciplinary action will be taken against him/her by disciplinary committee/Principal.

- Cosmetic/jewellery is not allowed at all.
- Improper dressing / colored shoes, coats and other upper wear will be fined.

Acts of Indiscipline, which may lead to Expulsion from the college.

- Involvement in provincialism, sectarianism or formation of union/students organization.
- Wilful or violent disregard of the Islamic norms or behaviors
- Insolence, use of hot expression or indulgence in disturbance of tranquility.
- Violation of the instructions of teachers and authorities regarding academic activities and social behavior of students.
- Inciting violence, use of force or damage to the public property.
- Possession of any arm, ammunition or any other lethal weapon or device dangerous to life.
- Use of cell/mobile phone during college hours.
- Organization of a strike, participation in it, using pressure tactics against the lawful authority or obstructing the enforcement of orders.
- Possession or use of intoxicants or eatables prohibited by Islam.
- Possession or distribution of any material preaching opinions and ideas against Islam.
- Participation in any political activity or seeking membership of any political party.

Library

Being an integral part of the Al-Fateh College, the college provides library facilities to the students through the central library of the institute. It is a specialized medical reference library with a stock of hundreds of medical books and bound periodical sets. Moreover, the material not available locally, is obtained through affiliated Online Databases and other library/information systems

The students/staff are also provided the facilities of daily Urdu and English newspapers to keep them aware of the current affairs.

Laboratory Rules & Regulations

- Laboratory coats must be worn in all practical sessions.
- Bench space will be allocated in the practical room at the commencement of each course.
- Students will not change this space without permission of Teacher/Laboratory in- charge.
- Each student is responsible for the cleanliness of his bench space which will be inspected periodically by the Teacher/Laboratory In-charge.
- Strict discipline will be observed during practical sessions.
- Strict economy should be exercised in the use of reagents and chemicals.
- All solid waste materials should be placed in the container provided for the purpose.
- The records and notes of all practical work are to be kept and submitted for inspections and when required.
- Students will not leave the practical hall without the permission of the instructors.
- After use, all reagents must be shifted to their original shelves.
- All balances and auxiliary apparatus must be left clean and in working order.
- Defects and disorders in auxiliary apparatus must be reported to the instructor immediately.

- Students will not undertake any practical work or carry out any experiment without the permission of the relevant teacher.
- Apparatus and glassware for practical work will be issued to the custodian of practical Hall on proper receipt.
- All the apparatus and glassware will be returned clean and in good working order at the end of the each practical session.
- The breakage if any will be charged at the current catalogue rates.
- Students are responsible for switching off electric points, water taps and sui-gas burners etc. at the end of the practical.
- Safety precautions must be observed while using Toxic Chemicals, Strong Acids and Alkalis etc.
- Every student should strictly follow the above rules during practical sessions failing which his/her entry to the practical hall may be banned.

Examination Rules & Regulation

- a. The examination of HSSC Part-I & II is conducted by the Federal Board of Intermediate & Secondary Education Islamabad so the college follows the exam rules of the federal board.
- b. The examination of Pharmacy Technician is conducted by Punjab Pharmacy Council PCP. So the college follows the rules of the Council.

Co-curricular Activities

The co-curricular activities play pivotal role in developing personality of the students. The AL-FATEH, therefore, provides ample opportunities to its students for the active participation in such events. A brief of some of such facilitates is as follows

- Students of the hostel have been provided indoor/outdoor sports facilities improve their physical and mental capabilities.
- Students are encouraged to take part in the National events/Campaigns.

- The cleanliness days are observed regularly in the college. Students are bound to participate in such activities accordingly under the supervision of their teachers.
- The students participate actively in tree plantation campaign day.
- A students' Literary Forum is established to encourage the literary activities of the students. In addition to various functions on the events of National Importance, this forum also publishes an annual college magazine "Elixir"
- A Students, Blood Donors Society also exists in the college and students are encouraged to contribute for this noble cause.
- Student Welfare Committee, comprising four students' representatives, is constituted to facilitate the fellow students. The selection of students' representatives in the committee, is made entirely on merit basis by the students.
- Annual class tours are arranged regularly to various organizations, institutions and touring spots.