It is the matter of immense pleasure for me to jot-down few lines and congratulate you in anticipation of your admission to Govt. College Civil Lines, Multan. You are about to embark on, one of the most exciting and rewarding phase of your life. We are committed to ensure that students are given the best possible opportunities for their overall grooming and development in a disciplined, peaceful and well-mannered atmosphere.

Govt. College, Civil Lines, Multan has contributed to the nation by providing some of the intellectuals, leading scientists, bureaucrats, judges, scholars, politicians and professionals in every field of life. I am confident that the college will provide the best possible foundations for success in studies and life, following the spirit of its noble motto "Nobility, Truth & wisdom".

May Allah & His blessings be with you!

Syed Muhammad Baqir Jaffri
INTRODUCTION

In the name of Allah the Most Beneficent, the Merciful

Knowledge is the legacy of the prophets & messengers being distributed throughout the world. The Holy Quran says about the superiority of knowledge:

“And He taught Adam the nature of all things; then He placed them before the angels, and said: “Tell me the nature of these if ye are right.” (1131)

The foundation of Govt. College, Civil Lines Multan was laid in 1959. The role of this alma mater, in serving education for the young builders of the nation cannot be simply measured through words. The teachers and scholars who served this institution were of great calibre. As a result, this college has produced great scholars, bureaucrats, judges, army officers, engineers, politicians and people of great fame spreading all around the world. During decades it has established from a tiny plant to a powerful shady tree with different branches of knowledge in Multan and Southern Punjab.

Fortunately, the hard working teaching staff and the worthy Principal are always ready to help and guide the students. The spirit of service and devotion has always played an important role in this regard.

The campus of the college is situated in the heart of Multan City. The building consists of red-bricked single storey academic block. It consists of library block, post-graduate block and a commerce block with a boundary wall.

The college has its great records in the sports as well. The bonafide students of the college always keep it up. Our students not only won the titles on different occasions but also they had shown their worth at National level many times.

Recently, the worthy Principal after taking charge has shown great interest in the development of college.

The Information Technology (Computer), Library Science and the Deptt. of Geography are equipped with latest technology and modern instruments.

The Holy Quran says:

“He granteth wisdom to whom He pleaseth; and to whom wisdom is granted receiveth indeed an abundant good; but men of understanding” (ii 269)

The result of Post-graduate wing, specially the English Department has shown the results above University for last many years. All the teachers of the College, specially English Deptt. deserve congratulation for their achievement.
**Principal**
Prof. Syed Muhammad Baqir Jaffri

**College Council**
1. Prof. Syed Muhammad Baqir Jaffri
   Chairman / Principal
2. Mr. Mukhtar Pervaiz
   Associate Professor
3. Mr. Ghulam Raza Nasir
   Asstt. Professor / Secretary
4. Mr. Muhammad Akmal
   Lecturer / Member
5. Mr. Asad Raza
6. Mr. Ghulam Nabi
7. Mr. Nazar Hussain Bhutta
8. Representative of Commissioner
   Awaited
9. Mr. Masood Ahmad Bukhari
   D.O. (Building) Member
10. Representative of D.C.O
    Awaited
11. i) Mr. Nadeem Gardezi
    ii) Mr. Zargham Qureshi
    Approval Awaited
12. Two Philanthropists / Social Worker Industrialist / Persons of Eminence etc Nominated by commissioner.
    Awaited / Member
13. Malik Muhammad Aamir Dogar
    MPA (Punjab) / Member
14. i) Mr. Muhammad Ismail
    (4th Year Student)
    ii) Mr. Zain Ahmad
    (2nd Year Student)/Members

**Department of Urdu**
1. Dr. Abrar Abdul Salam (Chairman)
   Associate Professor
2. Mr. Tariq Javed Mehdi
   Assistant Professor
3. Mr. Shariq Javed
   Assistant Professor
4. Mr. Ghulam Nabi (M. Phil)
   Assistant Professor
5. Sheikh Muhammad Asghar
   Assistant Professor
6. Mr. Ghulam Abbas
   Lecturer

**Department of English**
1. Mr. Anees Ahmad Ansari (Chairman)
   Associate Professor
2. Mr. Qamar-ul-Hassan
   Associate Professor
3. Mr. Mukhtar Pervaiz
   Associate Professor
4. Mr. Rasheed Ahmad Khan Mazari
   Associate Professor
5. Mr. Saleem Azam
   Assistant Professor
6. Mr. Ejaz Ahmad Sheikh
   Assistant Professor
7. Mr. Muhammad Mumtaz Ezad
   Assistant Professor
8. Mr. Muhammad Akmal
   Lecturer
Department of Physics

1. Mr. Nadeem Sohail Ashraf (Chairman)
   Associate Professor
2. Mr. Javed Akhtar
   Associate Professor
3. Dr. Tanveer-us-Sibtain
   Associate Professor
4. Dr. Nazir Nathanial
   Assistant Professor
5. Mr. Sohail Aamir
   Lecturer
6. Mr. Ureed Asghar
   Lecturer
7. Mr. Umar Draz
   Lecturer
8. Mr. Nadeem Anwar
   Lecturer

Department of Botany / Zoology / Bio

1. Mr. Jaffar Hussain Shah (Chairman)
   Assistant Professor
2. Mr. Abdul Hanan
   Assistant Professor
3. Mr. Dr. Nazir Ahmad Ph. D.
   Assistant Professor
4. Mr. Sajjad Ahmad Bhutta
   Assistant Professor
5. Mr. Tanveer Aslam
   Assistant Professor
6. Mr. Riaz-ul-Haq Ramay
   Lecturer

Department of Arabic

1. Mr. Abdul Qadeer Usmani
   Assistant Professor

Department of Persian

1. Mr. Ahmad Abbas (Chairman)
   Assistant Professor

Department of Mathematics

1. Mr. Zawar Hussain (Chairman)
   Assistant Professor
2. Mr. Muhammad Yousaf
   Assistant Professor
3. Mr. Noor Ullah
   Assistant Professor

Department of Statistics

1. Mr. Aftab Ahmad Ansari (Chairman)
   Assistant Professor
2. Mr. Muhammad Qasim Raza
   Assistant Professor
3. Mr. Muhammad Kashif (M.Phil)
   Lecturer
4. Mr. Muhammad Zia
   Lecturer

Department of Computer Science

1. Mr. Muhammad Kamran

Department of Library Science

1. Mr. Saeed Ghafoor Sh. (Chairman)
   Librarian
### Department of Political Science

1. Mr. Muhammad Akram (Chairman) 
   Assistant Professor
2. Mr. Faisal Abbas Hashmi 
   Assistant Professor
3. Mr. Abdul Moeed Kamran 
   Lecturer

### Department of Economics

1. Mr. Mehr Ahmad Bakhsh (Chairman) 
   Associate Professor
2. Mr. Nazar Hussain Bhutta 
   Assistant Professor
3. Mr. Muhammad Suleman 
   Lecturer
4. Mr. Faheem Zafar 
   Lecturer

### Department of History

1. Mr. Malik Mohd. Ramzan (Chairman) 
   Assistant Professor
2. Mr. Ashiq Muhammad 
   Lecturer

### Department of Geography

1. Mr. Sh. Khaleeq-uz-Zaman (Chairman) 
   Associate Professor
2. Mr. Elahi Bakhsh 
   Lecturer

### Department of Sociology

1. Mr. Ghulam Raza Nasir (Chairman) 
   Assistant Professor
2. Mr. Muzakir Ahmad Rana 
   Lecturer

### Department of Philosophy

1. Mr. Mohd. Abdul Razaq (Chairman) 
   Assistant Professor

### Department of Health & Physical Education

1. Mr. Basharat Hussain Shah 
   Assistant Professor

### Department of Islamiat

1. Mr. Ashiq Hussain Bhatti (Chairman) 
   Associate Professor
2. Mr. Noor Ahmad 
   Assistant Professor
3. Mr. Naeem Iqbal Rao 
   Assistant Professor
4. Mr. Shakeel Ahmad Qureshi 
   Assistant Professor

### Office Staff

1. Mr. Maqbool Hussain Hashimi (H. Clerk)
2. Mr. Ch. Abdul Sattar (Care Taker)
3. Mr. Sh. Mohd. Attique (Sr.Clerk/Acctt.)
4. Mr. Sh. Shahzad Yousaf (Junior Clerk)
5. Mr. Abdul Musawar Khan (Junior Clerk)
6. Mr. Asad Nawaz (Junior Clerk)
7. Mr. Ch. Mujahid Iqbal (Junior Clerk)

### Lecturer Assistants

1. Mr. Abdul Karim (Physics)
2. Mr. Ghulam Murtaza (Biology)
3. Mr. Muhammad Jamil (Chemistry)
4. Mr. Tahir Sultan (Chemistry)
5. Mr. Muhammad Razaq (Dispenser)

### Library / Laboratory Attendant

1. Mr. Rab Nawaz (Library Attendant)
2. Mr. Nazar Hussain (Laboratory Attendant)
3. Mr. Muhammad Sadiq (Laboratory Attendant)
4. Mr. Munawar Kamaran (Laboratory Attendant)
5. Mr. Mohd. Rafique (Laboratory Attendant)
6. Mr. Mohd. Jamshaid (Laboratory Attendant)

### Supporting Staff

1. Mr. Shahid Iqbal (Naib Qasid)
2. Mr. Muhammad Yar (Water Man)
3. Mr. Yasir Nadeem (Watch Man)
4. Mr. Ahmad Ali (Watch Man)
5. Mr. Fakhar Abbas (Mali)
6. Mr. Abdul Rahim Shah (Baildar)
7. Mr. Shabir Zulfqar (Baildar)
8. Mr. Arif Hussain (Baildar)
9. Mr. Muhammad Bilal (Baildar)
10. Mr. Khalil Ahmad (Baildar)
11. Mr. Muhammad Saleem (Baildar)
12. Mr. Ghulam Muhammad (Sweeper)
13. Mr. Nazar Hussain (Sweeper)
14. Mr. Fazal Hussain (Sweeper)
15. Mr. Riaz Ali (Driver)
16. Mr. Sana Ullah (Driver)
ADDITIONAL DUTIES (STAFF)

**Staff Secretary**
Mr. Ghulam Nabi

**Examination Wing**
Mr. Mumtaz Ezad (Controller)
Mr. Muhammad Kashif (Deputy Controller)
Mr. Rashid Jamil (Deputy Controller)
Mr. Faisal Hashmi (Deputy Controller)

**Admission Committee**
Mr. Dr. Abrar Abdul Salam Chairman
Mr. Nadeem Sohail Member
Mr. Tariq Javed Mehdi Member
Mr. Haroon Rasheed Member
Mr. Tanveer Aslam Member
Mr. Umar Draz Member
Mr. Shakeel Qureshi Member
Mr. Faisal Hashmi Member
Mr. Naeem Iqbal Member
Mr. Rana Muzakir Member
Mr. Ejaz Ahmad Sheikh Member
Mr. Suleman Sheikh Member

**For Online Admission**
Mr. Dr. Nazir Ahmad Chairman
Mr. Asad Raza Member
Mr. Rashid Jamil Member
Mr. Sohail Aamir Member

**Sports Committee**
Mr. Mukhtiar Parvez Chairman
Mr. Haroon Rahseed Secretary
Mr. Saleem Azam Member
Mr. Sharik Javed Member
Mr. Ureed Asghar Member

**Security Refund Committee**
Mr. Sheikh Khaleeq-uz-Zaman (Inter / Degree)
Mr. Muhammad Abrar (M. A)

**Proctorial Board**
Mr. Nazar Hussain Bhutta Chairman
Mr. Ashiq Muhammad Member
Mr. Umar Draz Member
Mr. Noor Ullah Member
Mr. Qamar-ul-Hassan Member
Mr. Nadeem Anwar Member
Mr. Sheikh Muhammad Asghar Member
Mr. Muhammad Akmal Member

**Student Affairs**
Mr. Mehr Ahmad Bakhsh
Mr. Sheikh Khaleeq-uz-Zaman
Mr. Malik Muhammad Ramzan
Mr. Nazar Hussain Bhutta
Mr. Shakeel Qureshi

**Absentees / Fine Committee**
Mr. Sajjad Hussain Bhutta (1st Yr)
Mr. Faheem Zaffar (2nd Yr)
Mr. Elahi Bakhsh (3rd Yr)
Mr. Zawar Hussain (4th Yr)
Mr. Saeed Ghafoor
Mr. Tanveer-us-Sibtain
Mr. Abdul Razzaq

**Struck of Committee**
Mr. Nazim Hussain
Mr. Sheikh Muhammad Asghar

**Reception Committee**
Mr. Anees Ahmad Ansari Chairman
Mr. Muhammad Mumtaz Ezad Member
Mr. Jaffar Hussain Shah Member
Mr. Riaz-ul-Haq Ramay Member
Mr. Shakeel Ahmad Qureshi Member
Mr. Asad Raza Member
Mr. Tanveer Aslam Member

**Time Table Committee**
Mr. Dr. Muhammad Abrar Chairman
Mr. Aftab Ansari Member
Mr. Shakeel Qureshi Member
Mr. Dr. Nazir Ahmad Member
### Editorial Board
- Mr. Muhammad Baqir Jafery, Chief Patron
- Mr. Anees Ahmad Ansari, English Section
- Mr. Muhammad Akmal
- Mr. Dr. Abrar Abdul Salam
- Mr. Shariq Javed
- Mr. Ghulam Abbas, Punjabi/Saraiki Section

### Purchase Committee
- Mr. Jaffar Hussain Shah, Chairman
- Mr. Faisal Hashmi, Member
- Mr. Ghulam Nabi, Member
- Mr. Muhammad Sohail Aamir, Member

### Press / Photo Graphy
- Mr. Nadeem Sohail Ashraf, Incharge
- Mr. Shakeel Ahmad Qureshi, Member
- Mr. Shariq Javed, Member
- Mr. Ghulam Raza Nasir, Member

### Transport / Bus Card Facility
- Mr. Muhammad Sohail Aamir, Incharge
- Mr. Tanveer Aslam, Member

### Teacher / Parents / Students Co-Ordination
- Mr. Dr. Abrar Abdul Salam, Incharge
- Mr. Faisal Hashmi, Member
- Mr. Shakeel Qureshi, Member
- Mr. Malik Muhammad Ramzan, Member

### Gardening & Horticulture Committee
- Mr. Jaffar Hussain Shah, Incharge
- Mr. Ghulam Nabi, Member
- Mr. Malik Muhammad Ramzan, Member

### Art & Cultural Society
- Mr. Dr. Abrar Abdul Salam, Incharge
- Mr. Muhammad Akmal, Member
- Mr. Ghulam Abbas, Member

### Fee Concession Committee
- Mr. Mehr Ahmad Bakhsh, Incharge
- Mr. Muhammad Yousaf, Member
- Mr. Jaffar Hussain, Member
- Mr. Ahmad Abbas, Member

### Cycle Stand / Canteen Committee
- Mr. Aashiq Bhatti, Incharge
- Mr. Jaffar Hussain Shah, Member
- Mr. Faisal Hashmi, Member

### Library Affairs
- Mr. Dr. Abrar Abdul Salam, Incharge
- Mr. Muhammad Akmal, Member
- Mr. Shakeel Qureshi, Member
- Mr. Sheikh Ejaz, Member

### Dispensary Affairs
- Mr. Nazir Nathaniel, Incharge
- Mr. Noor Ahmad, Member
- Mr. Naeem Iqbal, Member

### College Bursar
- Mr. Jaffar Hussain Shah, Incharge
- Mr. Muhammad Qasim Raza, Member

### Office Management Committee
- Mr. Ghulam Raza Nasir, Incharge
- Mr. Muhammad Akmal, Member
- Mr. Asad Raza, Member

### Celebration / Refreshment Committee
- Mr. Dr. Nazir Ahmad, Incharge
- Mr. Muhammad Akmal, Member
- Mr. Faisal Hashami, Member
- Mr. Ahmad Abbas, Member
- Mr. Shakeel Ahmad Qureshi, Member
- Mr. Syed Mohd. Ureed Asghar, Member
- Mr. Muhammad Suleman, Member
- Mr. Ghulam Nabi, Member
Change of Subject Committee
Mr. Aftab Ansari  Incharge
Mr. Faisal Hashmi  Member
Mr. Mumtaz Ezad  Member

Result / ACR Preparation Committee
Mr. Ghulam Raza Nasir  Incharge
Mr. Ahmad Abbas  Member
Mr. Asad Raza  Member

Attestation Committee
Mr. Jaffar Shah  (Board)
Mr. Saleem Azam
Mr. Abdul Moeed
Mr. Noor Ahmad

Mr. Umar Draz  (University)
Mr. Malik Ramzan
Mr. Ahmad Abbas
Mr. Faisal Hashmi

ADMISSION IN COLLEGE
For the admission to 1st year, 3rd year and to M.A. (English) and M.A. (Urdu) proper advertisement would be given in national papers and also at the college notice board. Moreover, schedule of the Board and University will be displayed in college and advertised in newspapers. The candidates and the applicants are advised to be well aware of the schedule, relating to admission to Intermediate, Degree and Post-graduate classes. A merit list will be displayed after interview and etc.

Admission Fee
The merit list will be displayed at the college notice board and all the candidates are advised to bring their original documents. After filling the admission form, the office will receive the admission fee.

Bus Card
The students are advised to submit their photographs as early as possible along with card fee Rs. 30/-. A duplicate card will be issued after taking the fine of Rs. 50/- while a third time bus card will be issued at the request of father / guardian after receiving the fine of Rs. 100/-.

Uniform
The uniform is compulsory for the students according to the orders of the Govt. of the Punjab.

Uniform:
White Shirt
Grey Trouser
Blue Coat OR
Blue Jersey
with college monogram
SUBJECT COMBINATION (Intermediate)

English, Urdu, Islamic Studies and Pakistan Studies are compulsory for all students.

PRE-MEDICAL GROUP
Physics, Chemistry, Biology

PRE-ENGINEERING GROUP
Physics, Chemistry, Mathematics

COMMERCE GROUP (I-COM)
Principal of Accounting, Principal of Economics, Principal of Commerce, Business Math

GENERAL SCIENCE GROUP
Select any one group.
1. Economics Math Statistics
2. Physics Math Statistics
5. Economics Math Computer sc.

ARTS GROUP
2. Economics History Islamiat
3. Civics Arabic Philosophy
4. Sociology Persian Philosophy
5. Civics Saraiki Education
7. Geography History Computer
8. Islamiat Persian Library sc.
9. Economics Saraiki Philosophy
11. Economics Arabic Islamiat
12. Economics Statistics Computer
13. Economics Persian Islamiat
14. History Education Library sc.

Optional Subjects
Select any one subject (Arabic, Urdu & Persian).

SUBJECT COMBINATION
DEGREE CLASSES

English, Islamic Education and Pakistan Studies are compulsory for all students.

B.Sc. Group
Select any one group
1. Economics Math (Gen) Computer sc.
2. Statistics Math (Gen) Economics
4. Physics Math (Gen) Geography
5. Physics Math (Gen) Statistics
6. Physics Math (Gen) Chemistry
7. Physics Math (Gen) Computer sc.
9. Botany Zoology Chemistry
10. Botany Zoology Geography
11. Zoology Chemistry Geography
12. Botany Chemistry Geography
13. Physics Math (A) Math (B)
14. Statistics Math (A) Math (B)

B.A. Group
Select any one group (In case of Math & Stat. Both these subjects should be passed at inter level).
1. Statistics Economics
2. Statistics Mathematics
3. Islamiat (E) Economics
4. Islamiat (E) Sociology
5. Political Science History
6. Political Science Economics
7. Persian Economics
8. Library Science Sociology
9. Islamiat (E) Geography
10. Philosophy History
11. Arabic History
12. Library Science Philosophy
13. Geography Physical Education
14. History Urdu
15. Geography Urdu
16. Persian Political Science
17. Physical Education Economics

Optional Subjects
Select any one subject (Arabic, Urdu & Persian).
B.Com

Part I

1. Business Statistics & Mathematics
2. Computer Application in Business & Economics
3. Financial Accounting
4. Functional English
5. Introduction to Business, Money, Banking & Finance
6. Islamic Studies (Ethical Behaviour in lieu of Islamic studies for Non Muslims)

B.Com

Part II

1. Advanced Financial Accounting Auditing
2. Business Communication & Report Writing
3. Business Law
4. Business Taxation
5. Cost Accounting
6. Economics of Pakistan
7. Pakistan Studies

FINE

The absentees without permission will be fined as under:

- For one period Rs. 5/-
- For whole day Rs. 10/-
- For Without Uniform Rs. 25/-
- Absence from Exam. Rs. 50/- (Per Paper)
- Misconduct/indiscipline Min Rs. 100/-
- Max Rs. 1000/-

SPECIAL FINE

To those violating the college rules which cause damage to the college property/image will be fined heavily/expelled.

The causes of dismissal from college and rules for re-admission

The students who come in the following category will not be considered for re-admission.

1. The candidates who could no qualify the University of Board examination
2. Irregular students and their improper behavior.
3. The students who fail in promotion test in 3rd year.
4. The students who have a break in the academic process.
5. The students who do not have character certificate from the previous institution.
6. A student continuously remains absent for six days or collectively for ten days in all or in any subject, the name of the student will be struck off.

Such student will be allowed for re-admission conditionally after the surety of his father/ guardian with a fine of Rs. 150/- only once.

7. The students who do not attend classes even 15 days before their annual exam, will be struck off.

The shortage of attendance may cause the failure in sending their admission to University / Board.

An application for re-admission must be submitted within 15 days after the struck off, otherwise, the applicant may lose the right for re-admission to the college. College Council will decide for re-admission.
**Rules for Changing the Subjects**

1. The students who have taken admission to Arts subjects cannot change the subjects to science subjects. Though a student of science subjects can change his subject.
2. The subjects of arts group can be changed by the other group of arts:
   a) The application for change of subjects till 1st of October, otherwise it may be rejected.
   b) The change should be granted if it is feasible according to the number of students.
3. The permission for the change of subject must be granted by the concerned teacher. It is not the right of the student.
4. After the change of subjects, it will be the responsibility of the student to inform both the teachers by showing the new permission letter. So the teacher may un-register his roll number. Otherwise, his name may be struck off from college roll.

**Fee Concession and Scholarships**

1. The deserving students are given scholarships from Government, University, Municipal Committee Board and Fuji Foundation, other than that Zakat and Qarz-e-Hasna are also available.
2. The Principal has authority to give half fee concession to the 10% students of the college.
3. If the elder brother/sister of the student is getting education in the same/other Government institution and has been paying full fee. The student may get benefit of half fee concession.

**Leave Application**

1. The signature of father/guardian is necessary for the leave application. The name, roll number, class, section and the date must be mentioned upon the application.
2. Every application must be sanctioned before it is granted (except emergency).
3. More than three to seven days, the application would be sanctioned by the teacher.
4. The leave for more than a week must be allowed by the Principal, after the sanction of the teacher.
5. A Medical Certificate isn necessary for medical leave.

**Examinations**

The examinations of the Board and the University are held after the completion of the academic session. Only those students can appear in the examination who will get through the internal examination.

The 3rd year examinations are held within the College every year. The students may be promoted in next class upon their satisfactory academic performance and the failures will be struck off from College.

**Internal Examinations**

The December / March tests are held regularly every year other than internal examination. The teacher take tests off and on in the classes. The absentees are fined. The candidates who are found guilty in test by using unfair means are also fined/dismissed from College.

Monthly test are also held and reports are sent to the Board and the grades of the students are enlisted. The students who cannot get at least 'E' grade, their admission will not be sent.

In case of practical, the student must have 75% attendances. Otherwise, he will not be able to appear in the examination.

**Tutorial System**

In order to elevate the mental qualities and to develop the good relationships between teachers and students the system of tutorial group has been introduced in the college. In accordance with this system every student who seeks admission to this college remains in the particular supervision and attention of the teacher. In this way, the teacher performs the duties of a Counsellor to enhance the individual and personal capabilities of the student. He fulfils the psychological and moral requirements of the students. He also takes care of the welfare of the student. The tutor keeps
College Magazine

The College has its own magazine with the name of "Dalil-e-Sahar". This magazine is published every year regularly and is distributed among the students. In this magazine, literary creations of the students and the teachers are published. There is a student editor for the college magazine. The literary creations of the teachers are also published in the magazine. The students editors work under the guidance of teacher editors.

College Library

In the College Library, near about thousands books are available on all subjects and on different topics. Some of the books are rare and precious. There is a vast hall attached with library as a study room. Here, English and Urdu newspapers and magazines are provided to the students. In the college library, the books are issued to the students for 14 days. After the time limit the students are fined one rupee per day. In case of tearing pages and distort the book, a new book is acclaimed. In case of lost, the double price of the book may be charged. A separate card of library is issued to every student for issuing of books. It is necessary to submit all books before summer vacation. The following books are not issued.

A) Reference Books.
B) The books specially acquire at the request of the Head of department.
C) New editions of magazine.

Co-curricular Activities & Organizations

To create the civic sense, power of writing and debates, all sorts of academic and cultural activities different organizations are present in the college. The regular meetings are held in this regard. These organizations arrange annual programmes of the new academic year. The following organizations have bee established in the college.

1. The organization of social learning.
2. The literary society.
3. The Islamic learning council.
4. The scientific society.
5. The (Silsila) literary organization of Urdu department.
6. The English Literary Society.

These organizations are based on socio cultural basis and do not interfere with the matter of the College.

All sorts of political organizations and their negative activities are strictly prohibited in the College. In the above said societies only those students are given responsibilities whose attendance, attitude and character are satisfactory.

Careers Planning & Counseling

Keeping in view the increasing psychological complaints among the students, the department of counselling and guidance has bee established. The main function of this department is to provide the students proper guidance in the selection of subjects and to help them for their bright future. It also co-operates with the students in solving their psychological, social and economic problems.

Sports & Physical Training

For positive physical growth, sports and physical training are essential for every student. The facilities for the traditional sports are available in the College.

The students participation in the sports is compulsory. In case of not participating in the sports, students are fined. The facilities for playing badminton, lawn tennis, football, hockey, cricket and volleyball are also available in the college. The college teams also participate...
in Inter-board and University tournaments in Multan and outside Multan. For every sports separate clubs have been set up under the supervision of incharge professors. All these games are played in the evening in the college ground.

The students also participate in the athletics under the supervision of a Professor. Every year in the spring season, annual sports of the college are organized. Participating in these athletic, the students exhibit their training of the whole year. At the end of these athletics, the winners are awarded & decorated by the Chief Guest.

**Prize / Awards**

In the examination, sports, organizations and in other healthy activities, the students winning prominent position are given away prizes and certificates.

The Prize Distribution celebrations are held at the end of every programme individually as well as collectively on the occasion of Annual Convocation.

**Proctorial System**

In order to maintain discipline and law and order situation in the College, for providing peaceful atmosphere for teaching, proctorial system has been introduced. The teachers are appointed proctors for this system and tor the assistance of teacher proctors, a group of students proctors are also appointed. These students are taken from different classes, who are responsible and suitable for this purpose. These student proctors maintain moral values among the students. They also co-operate and lend helping hand for the maintenance of discipline throughout the academic year.

In this way, the teachers and the students together create pleasant atmosphere for the education.

**Discipline**

The students are admitted into College for their academic and moral growth. Their behavior outside the College should be exemplary like a true Pakstani. The College Council has the right to dismiss such students.

A) Who do not bear good moral character.

B) Who are careless in their attendance.

Any one of the following punishments can be given by the College Council:

1. Fine at least Rs. 200/-
2. A student may be kept under supervision for a specific period. If the students does not improve his behavior, he can be dismissed.
3. Such student may be dismissed 15 days and then may be dismissed from the College.

The students may keep certain things in mind to keep the discipline.

1. Keep silence in college library and corridors.
2. Not to crowd in corridors and outside the classrooms.
3. Not to enter in Principal office, staff-room, office of the clerks without permission.
4. They must be regular otherwise their names may be struck off.
5. To pay the college fee in time.
6. To return library books in time.
7. Do not drag the room furniture outside.
8. To read notice board daily.
9. To attend college in uniform.
10. Not to use unfair means in examinations

**Moral Code For The Students**

It is expected that the students may keep certain things in mind for the moral code and discipline of the College.

1. Must keep in mind the rights of others, discipline and moral rules.
2. The students must respect their teachers and behave obediently.
3. They would work with their colleagues honestly inside or outside the college.
4. They must attend their classes regularly and not to make noise in galleries and outside the rooms.
5. They may spend their time silently in library if they are free.
6. They do not cause damage to the
furniture, building, glasses and other property of college.

7. They do not trespass from plots, flowerbeds. They will use their specific path for going from one room to another.

8. They would co-operate with the Principal and teachers. They do not keep any contact with any outsider. They will point out any outsider who may cause disturbance in the college premises.

9. They will not participate in any conspiracy with outsider.

10. They will not bring any outsider with them.

11. They will not cause any religious or political hatred.

12. They will not invite any outsider organization which may cause unrest in college.

13. None of the statement about college and administration may be issued to any newspaper by themselves.

14. They will not display any banner neither any objectionable sticker and slogan at their books, note-books and walls.

15. They will keep their uniform clean and wear it regularly.

16. They will keep their identify card and may show at request.

17. They will be regular at tutorial group and keep in contact with their tutor.

18. They may say prayer in college mosque within college time.

19. Smoking and other prohibited drugs are not allowed in college.

20. The library books would be returned within time limit.

21. The students will follow the instructions, issued by the college authorities time by time.

Note:

The teachers of the college, especially proctor-teachers have rights to take action against the students who will violate the rules and will bring into the notice of the Principal and College Council.

Dispensary

Free medical facilities are provided to students. For this purpose, a free medical dispensary is established in college hostel. A skilled compounder is available for immediate First-Aid.

Laboratories

The facilities of practicals, Labs in Physics, Chemistry, Biology, Zoology, Botany Geography and Statistics are provided for F.Sc. and B.Sc. students.

GULISTAN IBN-E-SINA

A vast nursery is established at College for the Botany students.

Different Facilities

1. All leave of 4 days may be sanctioned by the Vice-Principal on a printed form. The student will keep a copy of the sanctioned leave the other portion may be submitted to office.

2. To travel by air or by rail, the concession form may be sanctioned by the Vice-Principal.

3. For the attestation of the University and the Board of Intermediate & Secondary Education form, contact the relevant professor, the forms of girls will be attested by the Women College teachers.

4. For the attestation of papers, original document are required. Do not insist for attestation without original documents.

5. Fee concession, scholarship applications and for other facilities contact the relevant teacher.

6. For leaving college or migration from other college, permission will be granted by the Vice-Principal

Principal
Ph: 061-9200788
## Rules for Admission (M.A. English / Urdu)

- **a)** There are only 35 seats in each faculty both for male and female.
- **b)** Admission to M.A. (English) and Urdu classes will follow the admission policy of the Punjab Government vide letter No. So(c) 7.584 dated 9.786.
- **c)** A candidate who has secured at least 2nd division (45% marks) in the subject concerned or 2nd division in B.A./B.Sc. will be eligible for admission to M.A. class.
- **d)** Credit for division obtained in the Public Examination i.e. Matric, B.A/B.Sc. is calculated to the following formula:

  - i) 1st division = 5 marks
  - ii) 2nd division = 3 marks
  - iii) 3rd division = 2 marks
  - iv) Written test = 25 marks
  - v) Interview = 10 marks
  - vi) Subject = 200 marks
  - Total = 250 marks

## Position Holders

### Urdu

<table>
<thead>
<tr>
<th>Session 2000</th>
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<tbody>
<tr>
<td>Rukhsana Parveen</td>
<td>1st Division (611)</td>
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<tr>
<td>Saima Parveen</td>
<td>1st Division (603)</td>
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<thead>
<tr>
<th>Session 2001</th>
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<tr>
<td>Asifa Manzoor</td>
<td>3rd Position in University</td>
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<td>Samreen Anwar</td>
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<tr>
<td>S. Shokat Ali</td>
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<td>Mubashra Haleem</td>
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### English

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<tr>
<th>Session 1997-98</th>
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<tr>
<td>Miss Tahira Kalim</td>
<td>1st Position Gold Medallist (550)</td>
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<tbody>
<tr>
<td>Miss Madiha Khan</td>
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<td>Mr. Mudasar Mahmood</td>
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<td>Miss Rubina Riasat</td>
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<th>Session 2004-05</th>
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<tbody>
<tr>
<td>Miss Aysha Jabeen</td>
<td>1st Division (544)</td>
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</table>
e) The admission procedure is as follows:
   i) Submission of application form within due date.
   ii) Written test.
   iii) An interview (Do not forget to bring your original documents)
f) Final selection will be made on the following considerations:
   i) Marks in the English or Urdu language in the B.A. examination.
   ii) Test marks.
   iii) Interview marks.
   iv) Credit for divisions obtained.
g) The admission of any student will be cancelled by the college authorities at any stage without assigning any reason/justification if bogus documents are submitted to the office.

**SANCTION OF LEAVE**

a) Name will be struck off if a student remains absent for six consecutive days or for 10 days in a month without sanctioned leave.
b) Only once re-admission with a fine will be possible.

**LIBRARY**

a) Care must be taken of all the books borrowed and should be returned on time without fail.
b) The University roll number slips similarly, library security is also conditioned with it, will not be issued unless the clearance of library is ensured.

**EXAMINATION**

a) All students must appear and pass the SENT UP TEST which would be conducted at the completion of the syllabus.
b) The pass percentage is 40%
c) No SUPPLEMENTARY examination will be held later on.
d) Those who fail in the Sent Up Test, will not be sent for examination.
e) The first two position holders of the said test will be AWARDED.

**Literary Society & "SILSILA"**

a) As to improve the basic skills and creative abilities among the students, the department of English and Urdu has a literary society under the guidance of their worthy professor. The society from time to time, organizes lecturers, moots, discussions, debates, declamation and articles reading contest.
b) The main object of the society is to provide the platform to the students to improve their confidence and speaking skill.
c) A written test will be held to be its President and Secretary General and all students can participate in it.

**Outing & Extra-curricular Activities**

a) One day trip.
b) Annual welcome and farewell parties.
c) Annual group photograph for the outgoing class.
d) Cricket matches.
e) Quiz and indoor games for girls.

**N.B.**

Attendance and contribution are a must for the students and the teachers.

**Finance Assistance**

a) Fee concession.
b) Zakat fund.
c) Red cross fund.
d) Books.
### FEE SCHEDULE FOR ACADEMIC YEAR (FROM MAY 1 TO APRIL 30)

<table>
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<tr>
<th></th>
<th>Intermediate Part-I</th>
<th>B.A. / B.Sc. 1st Year</th>
<th>M.A. Part-I</th>
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<td>Board/Univ. Registration</td>
<td>At admission</td>
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<td>At admission 1405.00</td>
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<td>1000.00</td>
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<td>Affiliation Fund</td>
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<tr>
<td>Sports Fund</td>
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19
GOVT. COLLEGE CIVIL LINES MULTAN
SESSION 2013-15

Application for Admission in Class: 1st Year / ICS / I.Com B.A. / B.Sc. / B.Com M.A.

1. Name
   (English in capital letters)
   In Urdu__________________________________________
   (According to Matric Certificate)

2. Father's Name
   (In English)
   (In Urdu)________________________________________

3. Father's occupation

4. Religion

5. Date of Birth (According to Matric Certificate)

6. Registration No. (Matric)

7. Registration No. (Inter)

8. Registration No. (BA/B.Sc.)

9. Permanent Address
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