

University College Lahore

(a project of UCL Pvt. Ltd.)



School of Law

ACADEMIC SESSION: SEPTEMBER 2018 - MAY 2019

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

UCL Fees (in Pak Rupees)

Payable once at the time of Admission

(with first Installment)

	New Intake	Internal Intake
Registration Fee	5,000	5,000
Admission Fee	40,000	NIL
Continuing Fee	NIL	10,000
Security Deposit	10,000	10,000

(See Rule 6 regarding the above)

First Installment (payable by 8th September)

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

LLB Programme

Tuition Fee (First & Second Year Students)	215,500	202,500
Tuition Fee (Final Year Students)	302,000	284,000
UCL Re-registration Fee (Continuing Students)	1,000	1,000

CertHE in Common Law

Tuition Fee	215,500	202,500
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Annual Charges (payable by all once in a year)

Computer Labs/Extra Curricular Activities	12,000	12,000
Library charges	17,000	17,000
Functions (except overnight trip)	12,000	12,000

Second Installment (payable by 8th December)

LLB Programme

Tuition Fee (First & Second Year Students)	215,500	202,500
Tuition Fee (Final Year Students)	129,000	121,000
Graduation Ceremony Charge (payable only by graduating students)	1,500	1,500

CertHE in Common Law

Tuition Fee	215,500	202,500
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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 – LLB students only) Payable at the time of submitting application for admission to the University of London	92
Initial Registration Fee (New admissions – LLB & CertHE in Common Law) Payable before 15 th October, subject to accepted by UOL	470
Module Fee (per module) Payable before 15 th October, subject to accepted by UOL	146
Law Dissertation (Final year students only)	389
Examination Fee (per module) Payable by 8 th January	178

British Council Fees (in Pak Rupees)

The British Council Examination Fee to be deposited at the designated bank as per The British Council rules. This is also payable by 8th 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

First Year

Academic

LLB Programme

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

Entrance 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 Common Law

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

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

Merit Scholarship Scheme

Sports

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

Subsequent Years

The scholarship in the subsequent years is awarded on the basis of the marks attained in the University of London examinations in each year. (Referral and re-sit students are not entitled to scholarship)

Students achieving 4 distinctions	100% of Tuition Fee
Students achieving 3 distinctions	70% of Tuition Fee
Students achieving 2 distinctions or 4 merits	20% of Tuition Fee
Students achieving 1 distinction and 1 merit or 3 merits	15% 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

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.
13. As per Government Policy, where applicable, advance tax on the fee paid will be collected.

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