

Universal College Lahore

(a project of UCL Pvt. Ltd.)



School of Economics & Management Sciences

ACADEMIC SESSION: SEPTEMBER 2024 - MAY 2025

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)

| | New Intake | Internal Intake |
|------------------|-------------------|------------------------|
| 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 8th September)

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

BSc and BBA Programmes

| | | |
|--|---------|---------|
| Tuition Fee (First & Second Year Students) | 275,000 | 250,000 |
| Tuition Fee (Final Year Students) | 385,000 | 350,000 |
| UCL Re-registration Fee (Continuing Students) | 2,000 | 2,000 |

CertHE in Business Administration

| | | |
|-------------|---------|---------|
| Tuition Fee | 275,000 | 250,000 |
|-------------|---------|---------|

CertHE in Social Sciences (CHESS)

| | | |
|-------------|---------|---------|
| Tuition Fee | 275,000 | 250,000 |
|-------------|---------|---------|

International Foundation Programme (IFP)

| | | |
|-------------|---------|---------|
| Tuition Fee | 237,500 | 217,500 |
|-------------|---------|---------|

Annual Charges (payable by all once in a year)

| | | |
|---|--------|--------|
| Computer Lab/Extra Curricular Activities | 25,000 | 25,000 |
| Library charges | 30,000 | 30,000 |
| Functions and Trips (except overnight trip) | 35,000 | 35,000 |

Second Installment (payable by 8th December)

BSc and BBA Programmes

| | | |
|--|---------|---------|
| Tuition Fee (First & Second Year Students) | 275,000 | 250,000 |
| Tuition Fee (Final Year Students) | 165,000 | 150,000 |
| Graduation Ceremony Charge (payable only by graduating students) | 7,000 | 7,000 |

CertHE in Business Administration

| | | |
|-------------|---------|---------|
| Tuition Fee | 275,000 | 250,000 |
|-------------|---------|---------|

CertHE in Social Sciences (CHESS)

| | | |
|-------------|---------|---------|
| Tuition Fee | 275,000 | 250,000 |
|-------------|---------|---------|

International Foundation Programme (IFP)

| | | |
|-------------|---------|---------|
| Tuition Fee | 237,500 | 217,500 |
|-------------|---------|---------|

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) 60

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

Initial Registration Fee (New admissions)

International Foundation Programme (IFP) 1349

BSc Business Administration 1932

CertHE in Business Administration 964

The following fees apply to students who first register on an EMFSS programme in 2024-25:

Fee per course (inclusive of first assessment entry) 628

Fee per half course (inclusive of first assessment entry) 314

Assessment fees:

Assessment re-entry fee per course 413

Assessment re-entry fee per half course 207

Payable before 15th October, subject to acceptance by UOL

Annual Continuing Registration Fee (continuing students only)

BSc and CertHE in Social Sciences 610

BSc Business Administration 964

Transfer from CertHE to the BSc Business Administration 1932

International Foundation Programme (IFP) 495

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

Examination Fee:

BSc 402/unit
201/half unit

CertHE in Business Administration 463/unit

BSc Business Administration 463/unit

Online Examination Administration Fee (per subject) 11

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

International Foundation Programme (IFP) 313/unit

Payable by 15th October together with Initial Registration Fee

NOTE:

There is an additional charge of £73 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 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

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

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 HE/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

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 student has a satisfactory report from the Sports Head and Academic Coordinator.

Scholarship 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:

- 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.
- The scholarship is paid on a pro rata basis if the number of subjects taken at UCL is less than four full units.
- The scholarship cannot be availed by students who have received fee concession on any other ground.
- All dues, including tuition fees, are paid up-to-date.
- Passing all subjects in the preceding May/June UoL examinations.

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 and other charges 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.