



# HIGHER EDUCATION COMMISSION

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No. Consultant/QAD/HEC/Gen2016/839

Dated: 3<sup>rd</sup> October, 2016

**Muhammad Ismail**

Consultant (Quality Assurance Division)

**Subject: Admission in MS/MPhil Programs in Business/Management Studies.**

Respected VC/Rector/President,

**Assalam-o-Alaikum!**

It has been observed that universities are granting admission in MS/MPhil programs in Business/Management studies on the basis of different admission criteria. It is apprized that admission in such programs can be granted to the candidates having 16-year relevant education. However, if the admission is granted to the students with non-relevant 16-year educational background, the universities are required to follow the NBEAC Roadmap for business education wherein such students are required to be taught 30-36 credit hours of relevant undergraduate course work before teaching 30-36 credit hours graduate course work. The revised business education roadmap 2012 is attached herewith for ready reference.

The attention of the universities is drawn specially towards the requirement of teaching additional courses to students admitted on the basis of non-relevant education. Violation of the guidelines in this regard may result in refusal for attestation of the relevant degrees by HEC.

Your personal intervention and cooperation in compliance to the HEC/NBEAC guidelines shall go a long way in ensuring good quality of education in the Business/Management programs.

With kind regards,

*ismaeel*  
(Muhammad Ismail)

**The Vice-Chancellor Rector/President**

All Public/ Private Sector Universities

**Copy for Information:**

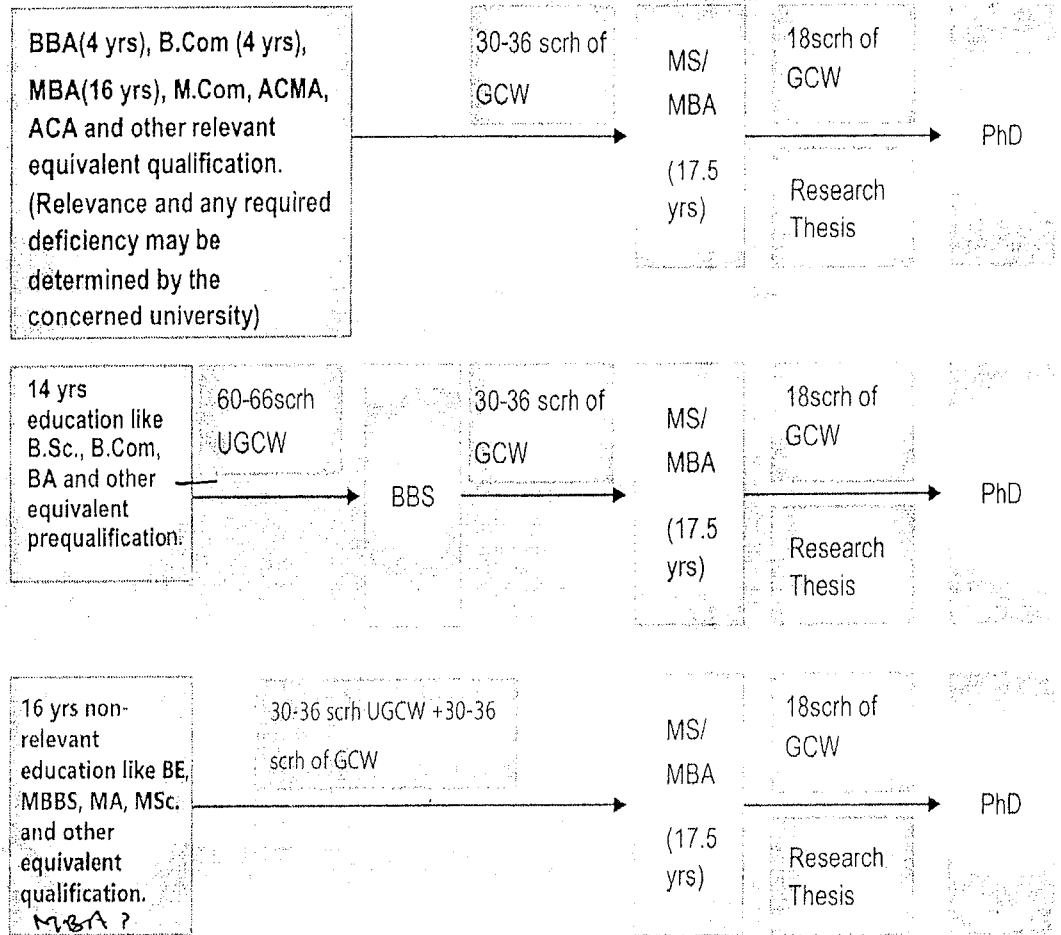
1. The Chairman, HEC Islamabad.
2. The Executive Director, HEC Islamabad.
3. The Director General (A&A), HEC, Islamabad.
4. The Director General (Academics), HEC, Islamabad.
5. The Director General (A&C), HEC, Islamabad.
6. The Director General (QAA), HEC, Islamabad.
7. The Program Coordinator, NBEAC, HEC, Islamabad.
8. Office Copy

*For information.*  
*TC 13/10/16*

*Deans*  
*Dr. Jalbani*  
*Dr. Nareez*  
*Dr. Shamsi*  
*Iusdad*

*Copy to:*  
*ED Admin*  
*Dr. Akhlag*  
*Mr. Moiz*

**Roadmap for BBS and MBA/MS**



M.C

[06 cr. Thesis (no course as alternative)]

M.B.A

[06 Cr. Project or 02 course  
30 cr. course]

Semester Credit Hour----- scrh  
Undergraduate Coursework ----UGCW  
Graduate Coursework----- GCW

**Notes:**

30-36 Graduate Coursework for MS/MBA includes compulsory 6 credit hours of research thesis in case of MS and research/field project in case of MBA. (A consensus was reached in previous meetings that research thesis is compulsory for MS and can't be substituted with two courses. In case of MBA the project may be substituted with two courses.

It is one of the important aspects for accreditation of degree programs to check the curriculum or syllabi of the educational institute upto the approved standards maintained by Higher Education Commission. Higher Education institutes are notified to implement and follow the guidelines of Business Administration Education from year 2009, recommended by the experts of National Curriculum Revision Committee (NCRC).

Letter-Implementation of Roadmap-Business Education July 18,2009

Letter-Implementation of Roadmap-Business Education June 11,2009

1st Newspaper advertisement of Business Education Roadmap was on 06th Sep 2009

2nd Newspaper advertisement of Business Education Roadmap was on 29th Jan 2010

3rd Newspaper advertisement of Business Education Roadmap was on 28th Nov 2010

4th Newspaper advertisement of Business Education Roadmap was on 26th Dec 2010