

## MEDICAL COLLEGE

Master of Health Policy & Management  
Admission Information 2024-2025

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## THE UNIVERSITY

The Aga Khan University is a pioneering institution of higher education and research that works to improve quality of life in the developing world and beyond. We educate leaders, generate life-saving knowledge and set an example that raises standards in the societies in which we work. We empower women and the disadvantaged, strengthen pluralism and partner with world-renowned institutions to address problems that affect millions of people.

A not-for-profit institution, AKU was founded in 1983 by His Highness the Aga Khan. As Pakistan's first private university, we paved the way for the growth of the country's private higher education sector. In the early 2000s, the University expanded to Kenya, Tanzania, Uganda, Afghanistan and the United Kingdom.

At AKU, students flourish in a supportive environment that embraces diversity, demands excellence and encourages leadership and direct engagement with real-world challenges. Our graduates go on to study and work at eminent universities and organizations around the world, and to make a difference in their home countries.

AKU is open to all, regardless of race, religion, gender or geographic origin. Two-thirds of students and half of faculty members are women. Admission is based on merit, and our needs sensitive financial assistance programme ensures that individuals from lower-income backgrounds are able to attend.

While we do not discriminate on faith, gender, or national origin, we are selective in the students we accept. Our selection process varies by academic programmes, but a common criterion includes fluency in English.

## MASTER OF HEALTH POLICY AND MANAGEMENT PROGRAMME

The Aga Khan University with the goal to support knowledge transfer and capacity building in the Asian region offers a two-year Master of Health Policy and Management Programme (MHPM). The programme is housed in the Department of Community Health Sciences (CHS) and has participation from various entities across AKU.

The programme offers high quality education with a blend of theory and practice. The programme is relevant to developing countries grappling with rapid population growth and triple diseases burden yet determined to achieve universal health coverage. It specifically addresses the issues of countries having mixed health systems and facing the problems of coordination, access and quality of health care services. The programme is designed to train professionals from developing countries to address the challenges in various domains of health system environment including strategic and operational planning, policy analysis, institutional management and health systems research and development.

The programme is recognized by the Higher Education Commission.

### TARGET AUDIENCE

The Programme was changed from a Master of Science in Health Policy and Management programme to a Master of Health Policy and Management. This was done with the objective of allowing candidates interested in public health to take advantage of the offering. Candidates who have relevant working experience but have a non-science background may apply.

The target audience includes programme policymakers, health system researchers, managers from NGO and public sectors and health system academia, and is open to professionals from medicine, allied health professions, biological sciences, social sciences/ psychology/ mathematics/ statistics/ business management/ including but not limited to a BSc (biology, biological sciences, physics, physical sciences), Doctor of Physical Therapy (DPT), MBBS, BDS, BScN, DVM, D. Pharm, B Pharm (or equivalent).

## **GOAL & OBJECTIVES**

The programme goal is to train professionals in health policy development and analysis and health systems planning, management and research. The objectives are to:

- prepare leaders in designing, implementing and monitoring of health care programmes in response to health needs of developing countries.
- develop professionals with comprehensive skills in health policy development, analysis, and implementation.
- produce professionals with conceptual and technical skills in institutional management.
- provide tools to professionals to function at all levels of the health care system (policy, programmatic, service delivery) and in different organisational settings; and
- impart conceptual knowledge and skills to conduct health policy and health systems research.

## **PROGRAMME STRUCTURE**

This is a two-year programme comprising 4 semesters involving coursework, practicum and thesis. Teaching methods are interactive and diverse comprising lectures, tutorials, discussions, casestudy-based group work, e-learning, and field visits. The programme has a continuous evaluation system including presentations, quizzes, and mid-semester and final assessments during each semester. Students will have access to the latest information through the internet and a well-equipped library and inter library loan service.

## **CLASS TIMINGS**

Class timings for the programme have been attractively structured to meet the needs of working professionals. Classes will run during the afternoons on weekdays allowing professionals to attend to their daily work. Occasionally, classes will be extended to limited morning hours on weekdays or Saturdays.

## **PART-TIME PROGRAMME**

The University offers candidates the choice to complete the two-year programme in extended time i.e. either in three or four years. The classes will be conducted during the afternoons on specific weekdays depending on the course / credit's allocation. Occasionally, classes will be extended to limited hours on Saturdays. While part-time option is available to students; it must be noted that sessions and tutorials are spread over the weekdays and would require commitment in split timings over the weekdays. Part-time students take fewer course credits in a semester than a full-time student per semester.

Health professionals, who have family responsibilities and job commitments and wish to upgrade their qualifications, are able to benefit from the part-time programme. For additional information about the part-time option, please contact the Programme Director and Programme Officer within the CHS.

## **COURSE WORK**

Each semester offers three to four courses which have been carefully chosen to equip students with required skills. Course work comprises public health, health policy analysis & development, health system management, and health systems research related courses.

## **THESIS**

The preparation of the thesis takes place in first year involving protocol writing, data collection and thesis writing, supported by a multi-disciplinary thesis committee. A thesis may employ qualitative, quantitative, combination of both, and any other acceptable research technique. Data collection can be undertaken in student's hometown.

## **PROGRAMME RESOURCES**

The Master of Health Policy and Management Programme is run by a diverse and highly qualified team of faculty which includes full time faculty, hospital directors from AKU as well as part-time and visiting faculty from national and international organisations such as WHO, UNICEF, World Bank and JHPEIGO to provide a blend of theory and practice, and latest national and international trends.

Computer laboratory, unlimited free Internet hours, desk space and access to AKU's considerable online library system are provided to the students. The students learn in the scholarly environment of AKU and freely access the various facilities provided by the University's Medical College to all students.

Field visits to Aga Khan University outreach sites, NGO and government sites are organized for providing opportunity for first-hand field learning.

## **STANDALONE COURSES TOWARDS A MASTER'S DEGREE**

The Department of Community Health Sciences offers selected courses (taught within the MHPM programme) as "Standalone Courses" which are ideal for individuals who wish to enhance their knowledge and skills in specific areas of Health Policy and Management without formally enrolling in the degree programme. Candidates with 16 years of education in science / health sciences / social sciences / psychology / mathematics / statistics / business management are eligible to apply for these courses. Admission in these courses is opened prior to the beginning of the semester in which a standalone course is being offered (not all courses are offered as standalone courses). Individuals can take up to 3 courses as standalone courses (accumulate up to 9 credits of course work). This option provides an excellent opportunity for individuals to get a flavour of the programme without committing two full years at the outset.

Candidates who will achieve a cGPA of 3.5 or above after completing two courses or cGPA of 3.0 or above after completing three courses are exempted from writing the Admission Test. They will be required to attend interviews. These courses, valid for three years, are restricted for entry into the MHPM programme. For further details on available standalone courses, please contact the Programme Office at [hpm.programme@aku.edu](mailto:hpm.programme@aku.edu)

Check our website for schedule of these courses: [www.aku.edu/admissions/mhpm](http://www.aku.edu/admissions/mhpm)

## **EMPLOYMENT OPPORTUNITIES FOR GRADUATES**

For Pakistan and the region, Health Policy and Management is a pioneering programme. Rapid social transformation brought about by structural adjustments, institutional reforms, demographic and epidemiological transitions and globalisation are having a great impact on the health and social sectors in Pakistan. Graduates of this programme are employed both within Pakistan and internationally (e.g. Canada, South Africa, Afghanistan, Liberia, Sudan, Nepal) in health care institutions, NGOs, government departments, academic institutions, international donor agencies, and the private sector.

## **STUDENT EVALUATION AND GRADUATION REQUIREMENTS**

The following are minimum requirements for progression and graduation:

- A Cumulative Grade Point Average (CGPA) of at least 2.50 is required at the end of each Semester for progression.
- A Grade Point Average (GPA) of at least 2.50 in all course work is required for graduating from the programme.

- Successful completion and defence of the thesis.

Students should note that HEC requires a minimum cGPA of 3.0 out of 4 to make an application for a PhD programme.

## ADMISSION TO THE MASTER OF HEALTH POLICY AND MANAGEMENT PROGRAMME

Admission to Master of Health Policy and Management programme is based on academic merit and potential for leadership. Merit will be evaluated through scholastic achievement of candidates and their performance in the AKU Admission Test. Leadership potential will be assessed on the basis of interviews, past experience and future plans.

Candidates from the public or private sector from Pakistan and overseas may apply. A high academic score in any single discipline or any outstanding achievement alone is not sufficient for selection.

### ELIGIBILITY CRITERIA

Candidates who have at least one year of full-time work experience after graduation, in a health-related field or social sector at the time of application (voluntary work, part-time or unpaid internship is not included) and hold at least one of the following degrees are eligible to apply:

- Sixteen years of schooling or 4-year education (124-136 credit hours) after HSSC/FA/FSc/Grade 12 equivalent from an accredited/recognized university in sciences / health sciences / social sciences\* / psychology / mathematics / statistics / business management\* / including but not limited to a BSc (biology, biological sciences, physics, physical sciences), DPT, MBBS, BDS, BScN, DVM, D Pharm, B Pharm (or equivalent).

*\*Social Sciences: Economics / political science / public administration / psychology including clinical, industrial, developmental psychology / sociology / social work / rural development studies / demography and population studies / behavioral sciences / women & gender studies / journalism / mass communication / media studies / rural or urban studies / women studies.*

*\*Business Management: Business administration studies / organization science / operations research & supply chain / marketing / administrative sciences / management information systems.*

## ADMISSION PROCESS SUMMARY

Candidates are evaluated in stages:

<b>Stage I</b>	Online submission of application. candidates are invited to write the AKU Admission Test.
<b>Stage II</b>	Candidates who are shortlisted based on the Admission Test will be required to: <ul style="list-style-type: none"><li>• submit relevant academic documents, work experience certificate/ letter and reference letters</li><li>• attend interviews with senior faculty members of the University.</li></ul>
<b>Stage III</b>	Final selection is based on an overall assessment of each candidate's dossier which is formally approved by the University's Admission Review Committee.

[www.aku.edu/admissions/Documents/admission-process-summary.pdf](http://www.aku.edu/admissions/Documents/admission-process-summary.pdf)

## ADMISSION TEST

**NOTE:** *The test will be conducted online onsite on computers.*

The Admission Test comprises three components: English Language, Quantitative Reasoning and a Subject Specific Exam.

- The English Language component evaluates a candidate's competency in the English language.
- The Quantitative Reasoning component is designed to assess problem solving and logical thinking ability.
- The Subject Specific Exam will assess basic knowledge related to the speciality.

Sample test paper for the Test is available on: [www.aku.edu/admissions/mhpm](http://www.aku.edu/admissions/mhpm)

*The University does not provide any preparation for the Admission Test nor does it authorise any publication or preparatory classes for this purpose.*

## SHORT-LISTING AND INTERVIEWS

Candidates will be shortlisted based on the Admission Test. Interviews will be conducted for shortlisted candidates only. There will be multiple independent interviews with faculty members of the University. The purpose of the interview is to assess a variety of attributes, including motivation, maturity, social and cultural awareness, knowledge of public health issues in developing nations and evidence of interest, and commitment to the programme.

Interviews are conducted in Pakistan. For all candidates who reside overseas, interviews are conducted over Skype / Zoom.

## VALIDITY OF TEST SCORES

The AKU Admission Test scores are valid for a period of two years from the date the test is written.

## APPLICATION FOR ADMISSION

Applications for admission will be accepted between **January 14** and **March 14, 2024**. Candidates must apply online by logging on to [www.aku.edu/apply-online](http://www.aku.edu/apply-online)

**Applications must be submitted via the online process. Applications will only be accepted if a candidate completes following:**

1. Submit the application form online. (*Candidate will receive a copy of the application form on their registered email as a confirmation when the application is submitted successfully*)

*In the form please upload the following*

- i. Upload the application fee on the online form.
- ii. Upload CNIC/NICOP both sides as one file or relevant Passport pages (for foreign nationals)
2. As a mandatory requirement:
  - a. HEC attested undergraduate mark sheet/ degree (16 years) or a receipt from HEC as evidence that an application has been submitted. (*front and back copy pdf*)
  - b. HEC equivalence for 16 years of education or receipt from HEC as evidence that an application has been made. (if applying with Post RN BScN or foreign qualification)
3. Upload Detailed curriculum vitae (see CV specification section)
4. Relevant Work Experience Letter / Certificate

Incomplete applications or submission of applications after the deadline is not accepted.

### NOTE FOR ALL CANDIDATES

Candidates are requested to ensure they meet application eligibility requirements before applying. These are listed in the programme brochure. Moreover, candidates applying online are responsible to complete the application and other requirements according to the published instructions and time schedule.

Aga Khan University reserves the right to admission; to revoke admission and registration if an application is discovered to be inaccurate or incomplete, or if supporting documents are discovered to be fraudulent. Any candidate who presents a fraudulent document in support of an application for admission may be identified to other universities and colleges.

Candidates may apply for multiple programmes simultaneously. Candidates who are shortlisted for interviews in multiple programmes will be required to provide their order of preference. This information will remain confidential with the Admission Office, and the candidates must attend interviews for all shortlisted programmes. If the candidate is accepted in more than one programme, the preference order provided by the Candidate will be considered by the University, the University reserves the right in its absolute discretion to offer the programme, which it determines to be the most suitable for the Candidate and the decision made by the University will be final.

### ADMIT CARD

The admit card to allow you to write the test will be received by candidates who apply online on their portal and/or through an email.

In cases where the admit card is not received 12 days before the date of the test; candidates must email the Admission Office at [postgrad.query@aku.edu](mailto:postgrad.query@aku.edu) for the required information and application details.



If a candidate would like to write the test at a different test centre from the one originally noted in the application form, candidate must inform the admission office via email at least 72 hours before the test so that information can be sent to the Test Centre. Walk in candidates are not encouraged.

**Please Note:** The University does not take responsibility to conduct the test for candidates who walk into a Test Centre without information.

**Please note:**

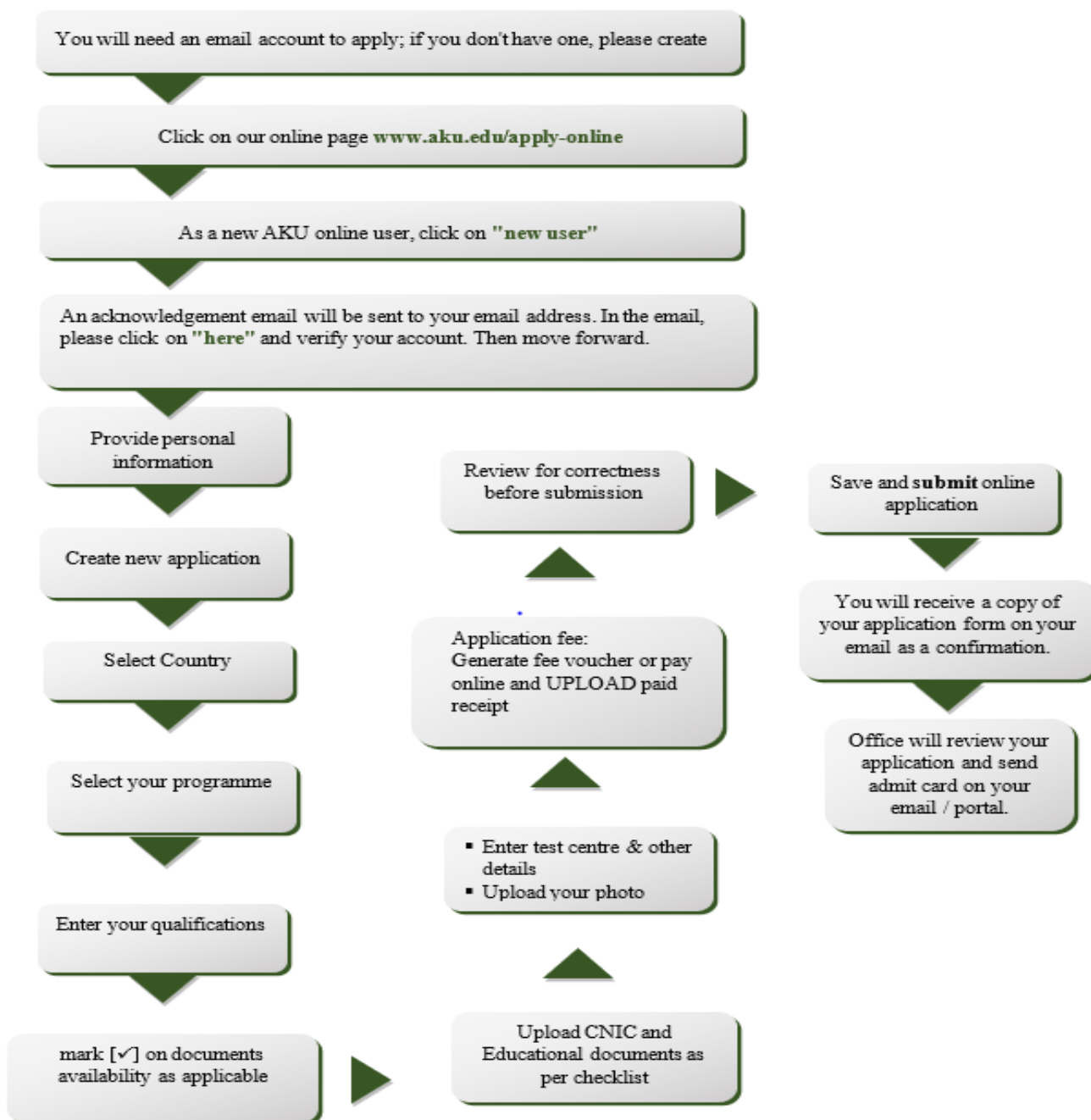
To be allowed into the Test Centre to write the Test, candidates must bring:

- A hard copy of the admit card issued by AKU **AND**
- A valid current photo ID card/original CNIC/college ID card/enrolment card for identification.

Without these documents, AKU reserves the right not to allow you to write the Test.

## APPLY ONLINE

Follow the steps below to apply for an academic programme online:



## PLEASE UPLOAD THE FOLLOWING DOCUMENTS WHEN APPLYING ONLINE

Note: The photograph should be in JPEG format with 2 MB size and all other documents should be in PDF format with 5 MB file each.

1. Photograph (*see photograph specification section*)
2. CNIC / NICOP (*front & back copy*) or relevant Passport pages (*for foreign nationals*)
3. Detailed curriculum vitae (*see CV specification section*)
4. As a mandatory requirement:
  - i. HEC attested undergraduate mark sheet/ degree (16 years) or a receipt from HEC as evidence that an application has been submitted. (*front and back copy pdf*)
  - ii. HEC equivalence for 16 years of education or receipt from HEC as evidence that an application has been made. (if applying with Post RN BScN or foreign qualification).
5. Relevant work Experience/Certificate

Application Fee: - **Applying from AKU residential countries\*** is Rs. 7000/-  
- **Applying from AKU non-residential countries** is US \$ 150/-  
- (*see mode of payment section for details*)

**The application fee is non-refundable.**  
Candidates must ensure eligibility before applying.

\*Afghanistan, Burundi, Kenya, Pakistan, Rwanda, Tanzania and Uganda

## DOCUMENTS REQUIRED UPON SHORTLISTING

**CANDIDATES WILL BE REQUIRED TO SUBMIT HARD COPIES OF THE FOLLOWING (HEC ATTESTED) DOCUMENTS TO THE ADMISSION OFFICE:**

1. SSC / O Level / equivalent mark sheet or certificate.
2. HSSC / A Level / equivalent mark sheet or certificate.
3. Consolidated mark sheet of undergraduate qualification / equivalent to 16 years - attested by Higher Education Commission (HEC), Pakistan.
4. Degree of undergraduate qualification / equivalent to 16 years - attested by HEC.
5. HEC equivalence of 16 years for candidates applying with Post RN BScN / B.Com & MBA / foreign degree.
6. All relevant work experience certificates as entered on the form.
7. Detailed curriculum vitae (CV) - (*see CV specification section*)
8. Three reference letters / recommendation to be sent in sealed envelopes or emailed directly by your referee to [postgrad.query@aku.edu](mailto:postgrad.query@aku.edu)  
(*Referees should be individuals who are well-acquainted with your previous academic work and professional experience. The letters should be current or not more than one-year-old.*)

9. Transcript / enrolment information of all the courses undertaken or completed at AKU (if applicable)

10. Latest mark sheets / progress reports, if currently enrolled in any other institution (if applicable)

## MODE OF PAYMENT

Candidates may pay the application fee through any of the following modes. **When the fee is paid, please upload the receipt on the online admission portal to complete the application.**

### ● FEE VOUCHER (FOR PAKISTANI CURRENCY ONLY)

Please follow these steps to pay the application fee through fee voucher:

1. On the application home page, please click on “Application Fee Information”
2. For **payment options**, select “Fee Voucher”
3. Click “Yes” to generate the voucher (*make sure that your pop ups aren't blocked*)
4. Take the printed voucher to any branch of Habib Bank Ltd (HBL) and pay the fee. (**Please do not transfer online**)
5. Upload the paid voucher by clicking the “Upload Button” on the proof of payment section.

### ● ONLINE PAYMENT THROUGH DEBIT/CREDIT CARD (PAKISTANI & US\$ CURRENCY)

Follow these steps to pay application fee online through a debit / credit card:

1. On the application home page, please click on “Application Fee Information”
2. For **payment options**, select “Online Payment” and click yes (*make sure that your pop ups aren't blocked*)
3. Complete your payment details on online web portal: <https://payonline.aku.edu/>
4. Upload the payment acknowledgement email or screenshot by clicking the “Upload Button” on the proof of payment section.

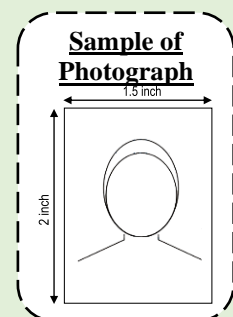
*In case you are unable to receive the payment acknowledgement, please notify the Finance Office by emailing your query along with tracking Id, name, and programme name at [student.finance@aku.edu](mailto:student.finance@aku.edu)*

## PHOTOGRAPH SPECIFICATION

Your photograph is a vital part of your application. Please follow these instructions carefully.

- Passport size coloured photograph with a plain background; taken within the last 1 week to reflect your current appearance.
- File size and format: 2 MB and JPEG format.
- The photo should show a clear front view; full face of the person.

**If your photograph does not reflect your current appearance, the University will not allow you to write the Admission Test.**



## CURRICULUM VITAE (CV) SPECIFICATION:

### Your CV must include the following:

- qualifications with grades/percentage and passing year
- work experiences with job responsibilities and duration
- courses undertaken or completed at AKU (if applying with standalone courses)
- other Continuing Professional Development (CPD) courses
- list of publications (if any)
- other additional information to support your application

## FEES AND FUNDING

Admissions to all the academic programmes at Aga Khan University are based on merit and are needs blind, i.e. without considering the financial background of the student.

Upon acceptance into an academic programme, a student who is unable to pay for the cost of education at the University, may apply for financial assistance.

The financial information including student's fee-paying status, fee structure for the 2024-2025 session, and financial assistance is available on: [www.aku.edu/admissions/fees-and-funding](http://www.aku.edu/admissions/fees-and-funding)

## STUDENTS ON SPONSORSHIP FROM EXTERNAL AGENCIES

Students expecting to receive sponsorships or scholarships from external agencies to complete the programme are requested to submit the relevant documents and approval letter from external agency when accepting the offer of admission.

For more details, please contact Graduate Programme Admission Office, Aga Khan University, Stadium Road, Karachi 74800, Pakistan, Phone: +92-21 3486 4410 / 4412.

## ACCOMMODATION

Accommodation for outstation students is arranged in the hostels managed by the University. These are shared, non-air-conditioned, furnished accommodation. Hostel space is restricted to students from outside Karachi only and is offered to graduate programme students, when available. Accommodation is limited.

A fee is charged for all accommodation. Accommodation charges for the 2024-2025 session is available online along with the fee structure. Meals may be purchased separately from the University's cafeteria. All students living in the university hostels are expected to conform to rules and regulations. Residence is conditional upon proper use and care of the property, considerate behaviour and periodic reappraisal of the student's need for such accommodation.

## CONTESTED DECISIONS

In all matters pertaining to the selection of students, fees, grants, evaluation of scholastic performance, discipline and student affairs, the decision of the University shall be final. Appeals in matters of student selection will be considered within 15 days of the announcement of the new class only if the appeal cites circumstances suggesting that the University has violated provisions of its Charter or that there has been failure to comply with the admissions procedure as described in this document.

## KEY DATES FOR 2024-25 ADMISSIONS

<b>January 14 – March 14, 2024</b>	<b>Admission Open:</b> Apply online via <a href="http://www.aku.edu/apply-online">www.aku.edu/apply-online</a>	
<b>May 12, 2024</b>	<b>AKU Admission Test -Pakistan</b>	<b>Test Centres</b> Chitral, Gilgit, Karachi, and Islamabad
	<b>AKU Admission Test - Overseas</b>	Dar es Salam, Kabul, Kampala, Khorog, London, Nairobi. <i>(Additional overseas centres will be confirmed if there are at least 10 candidates to write the test)</i>
<b>Please note:</b> Timings and address for the venue will be stated on the admit card. In case of a change, candidates will be notified through email.		
<b>Upon Shortlisting</b>	<ul style="list-style-type: none"> <li>▪ <i>HEC attestation on 16 years of undergraduate transcript and degree</i></li> <li>▪ <i>HEC equivalence* (if applicable)</i></li> </ul>	
<b>July</b>	Interviews	
<b>February 2025</b>	Commencement of Classes	

*\*HEC equivalence applicability: In case of Post RN BScN / B.Com & MBA / other foreign qualifications, equivalence letter from HEC must be submitted stating that the candidate has completed at least 16 years of education.*

## **DISCLAIMER**

This booklet contains information about the programme offered by the Aga Khan University, Pakistan, for the academic year 2024-25. The information provided is subject to change over time. Candidates aiming to apply for programmes in any other academic year are requested to get updated information about minimum eligibility requirement, application and admission process from the University Admission Office.

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