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آغا خان یونیورسٹی
THE AGA KHAN UNIVERSITY

MEDICAL COLLEGE

Master of Health Professional Education (MHPE)
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 consideration enables that individuals can pay the fee in installments.

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.

DEPARTMENT FOR EDUCATIONAL DEVELOPMENT

The Department for Educational Development (DED) was established in 1987 for strengthening educational programmes at AKU.

VISION

To emerge as a centre of excellence in health professions education for the Faculty of Health Sciences at AKU as well as a resource to regional, national and international institutions.

MISSION

The Department for Educational Development (DED) introduces philosophical underpinnings and promotes excellence in education through graduate programmes, courses, other faculty development initiatives, curricular reviews and participation in curricular activities in Health Professions Education (HPE).

MASTER OF HEALTH PROFESSIONS EDUCATION PROGRAMME

This programme is offered by the Department for Educational Development (DED). Launched in 2012, the programme has successfully developed excellent teachers, innovators, and researchers as well as leaders in health professions education.

Graduates from this programme are able to apply best evidence medical education to make informed decisions for improving the standards of undergraduate, postgraduate and continuing health professions education (medical, dental, nursing and allied health) in Pakistan and abroad. The graduates of this programme are leading in renowned institutes nationally and internationally.

The programme provides a platform for educators in health professions to share experiences. Having a diverse group of learners, it also provides a platform to develop collaborations and linkages optimising education and research at national and regional levels.

PROGRAMME OUTCOMES

It is expected that graduates of this programme will develop as an effective:

- Educator
- Researcher
- Communicator
- Leader
- Problem Solver
- Collaborator

PROGRAMME

This programme consists of two years of course work and a thesis.

Each course consists of pre-reading, intensive interactive teaching and learning; and an application-oriented project. The project is an independent study and written assignment.

THE PROGRAMME STRUCTURE

Students are expected to be on campus once in a semester for one week. Students are expected to attend all the sessions. Students have numerous opportunities to learn and interact with expert course faculty (institutional, national, and international), engage with class fellows, present and discuss topical issues, gain from the immersion experience and finalise their research thesis. In each course, students complete a large part of the course work at their home institution through independent study and application-oriented written assignments based on challenges and problems they may face as health profession educators.

Course Name	Credit Hours
Prerequisite*	
Introductory Short Course	1.0
Advanced Level Courses (ALCs)	
Curriculum Development	4.0
Teaching & Learning I	3.0
Teaching & Learning II	4.0
Programme Evaluation	3.0
Assessment I	3.0
Assessment II	4.0
Leadership	4.0
Additional Required Courses (ARCs)	
Quantitative Research Methodologies	4.0
Qualitative Research Methodologies	3.0
Issues	4.0
Electives (at least two courses)	6.0
Thesis	6.0
	Total
	48.0

**Pre-requisite for MHPE (not included in total 48 credits)*

PREREQUISITE: INTRODUCTORY SHORT COURSE (ISC)

This course in Health Professions Education introduces students to globally endorsed educational philosophies and to innovative teaching, learning and assessment strategies. The course is also offered as an introductory and orientation course for faculty members and residents involved in teaching and is a prerequisite to apply for the MHPE.

The ISC-HPE course is offered three times a year as a standalone course as well. Once attended, the validity of ISC-HPE is for three years.

ADVANCED LEVEL COURSES

The Advanced Level Courses (ALCs) aim to provide in-depth knowledge and skills in defined areas and ensure review of literature, analysis and problem-solving by each participant, based on current best evidence.

ADDITIONAL REQUIRED COURSES

The Additional Required Courses (ARCs) deal with more advanced concepts in health professions education. The ‘Additional Required Courses on Research in HPE (qualitative, quantitative)’ focuses on research methodologies in HPE, development of a research proposal and a vision for research. The ‘Additional Required Course on Issues in HPE’ course focuses on institutional, national, and global student, curriculum, faculty and governance issues in HPE, and evidence-based solutions to overcome them.

ELECTIVES

The aim of the electives is to help students build and/or gain expertise in area(s) of their own interest. Electives also provide an opportunity for students to interact with diverse faculty and students, either in Pakistan or abroad. For a course to be considered as an elective, it must be a graduate level course offered by a university accredited by the Higher Education Commission (HEC) of that country. Approval of the Elective course from the MHPE curriculum committee prior to registering for the course is mandatory. Successful completion of six credits of elective courses is required, However, all six credits cannot be obtained from a single course. Students are required to complete six credits of elective through two or more courses. Credits for electives are calculated in accordance with AKU policies.

THESIS

MHPE students are required to write a thesis based on research which may employ qualitative, quantitative or a combination of both techniques.

GRADUATION REQUIREMENT OF MHPE PROGRAMME

Students will be eligible for the MHPE degree upon successful completion of all course requirements, electives and the successful defence of a written thesis with a minimum CGPA of 2.50.

ADMISSION TO THE MASTER OF HEALTH PROFESSIONS EDUCATION PROGRAMME

Admission in the programme is based on merit and potential commitment to health professions education. Merit will be evaluated through scholastic achievements and performance of candidates in the AKU

Admission Test. The commitment of the candidate will be assessed through multiple interviews with senior faculty at AKU who assess past experience and future plans.

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

MHPE ENTRY OPTIONS

Two routes of entry in the Master of Health Professions Education (MHPE) programme are available. Candidates opting for any option must apply online: www.aku.edu/apply-online

Option 1: Following the completion of one/two ALC(s) and/or ARC(s), candidates are eligible to apply to the MHPE programme provided they have achieved a minimum CGPA of 3.00. They are exempted from the admissions test and interview.

Option 2: Through the AKU graduate programme application process: (details are mentioned in the admission process summary)

ELIGIBILITY CRITERIA

- The MHPE programme is open to health professionals holding a minimum of four-year undergraduate degree in a relevant discipline. For international candidates, this should be an MD degree with or without specialty or residency and board certification (or equivalent).
- At least one year of teaching experience in an educational institution is required.
(*Residency/postgraduate training will be considered equivalent to teaching experience*)

Please Note: The candidate must be attached with an academic institution with a teaching responsibility at the time of submission of application.

ADMISSION PROCESS SUMMARY

Candidates are evaluated in stages:

Stage I	Online submission of application. candidates are invited to write the AKU Admission Test.
Stage II	Candidates who are shortlisted based on the Admission Test will be required to: <ul style="list-style-type: none">• submit relevant academic documents, work experience certificate/ letter and reference letters• attend interviews with senior faculty members of the University.
Stage III	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

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/hpe

The University does not provide any special 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 on the basis of 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, communication skills, awareness of issues in health professions education 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

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 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:

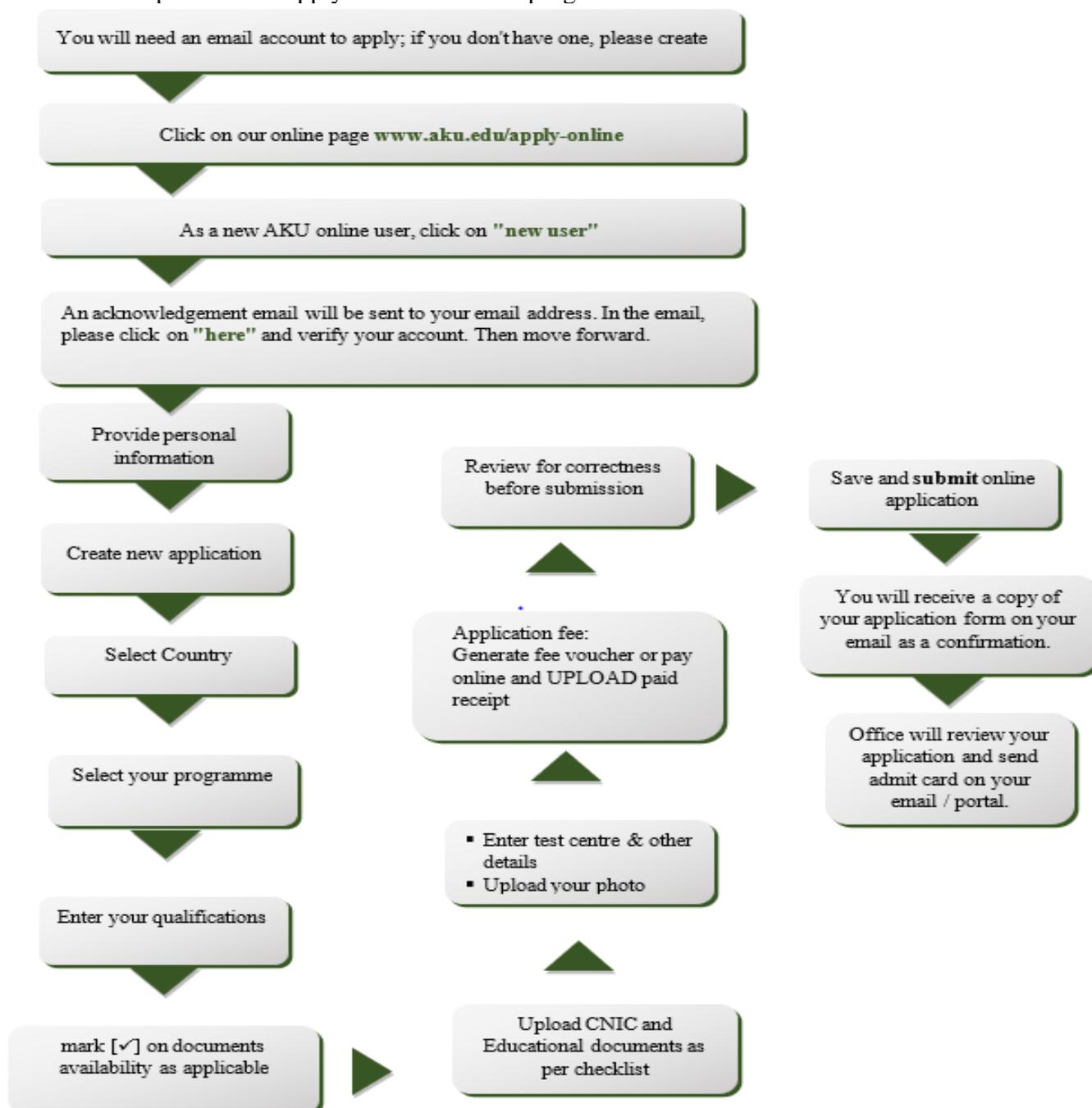
To be allowed into the Test Centre to write the Test, candidates must bring:

- 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:
 - 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)
5. Relevant Work Experience Letter / 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 or 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
(*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.

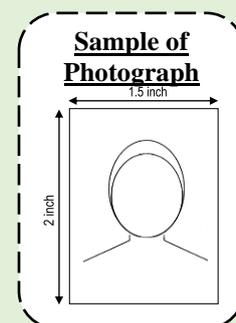
In case you are unable to receive the payment acknowledgement, please notify the Finance Office by emailing your query along with tracking Id, name, and programme name at student.finance@aku.edu

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 along with current educational responsibilities
- Courses undertaken or completed at AKU (if applying with standalone courses)
- Other Continuing Professional Development (CPD) courses / educational courses
- List of publications (if any)
- Academic achievements
- Computer related skills
- 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.

The financial information including student's fee-paying status and fee structure for the 2024-2025 session is available on: 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 Programmes Admission Office, Aga Khan University, Stadium Road, Karachi 74800, Pakistan, Phone: +92-21 3486 4410 / 4412.

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 appeals 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

January 14 – Mar 14, 2024	Admission Open: Apply online via www.aku.edu/apply-online	
May 12, 2024	AKU Admission Test -Pakistan	Test Centres Chitral, Gilgit, Karachi, and Islamabad
	AKU Admission Test - Overseas	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>
<i>Please note: Timings and address for the venue will be stated on the admit card. In case of a change, candidates will be notified through email.</i>		
Upon Shortlisting	<ul style="list-style-type: none"> ▪ <i>HEC attestation on 16 years of undergraduate transcript and degree</i> ▪ <i>HEC equivalence* (if applicable)</i> 	
July	Interviews	
February 2025	Commencement of Classes	

**HEC equivalence applicability: In case of Post RN BScN and 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.

THE AGA KHAN UNIVERSITY
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