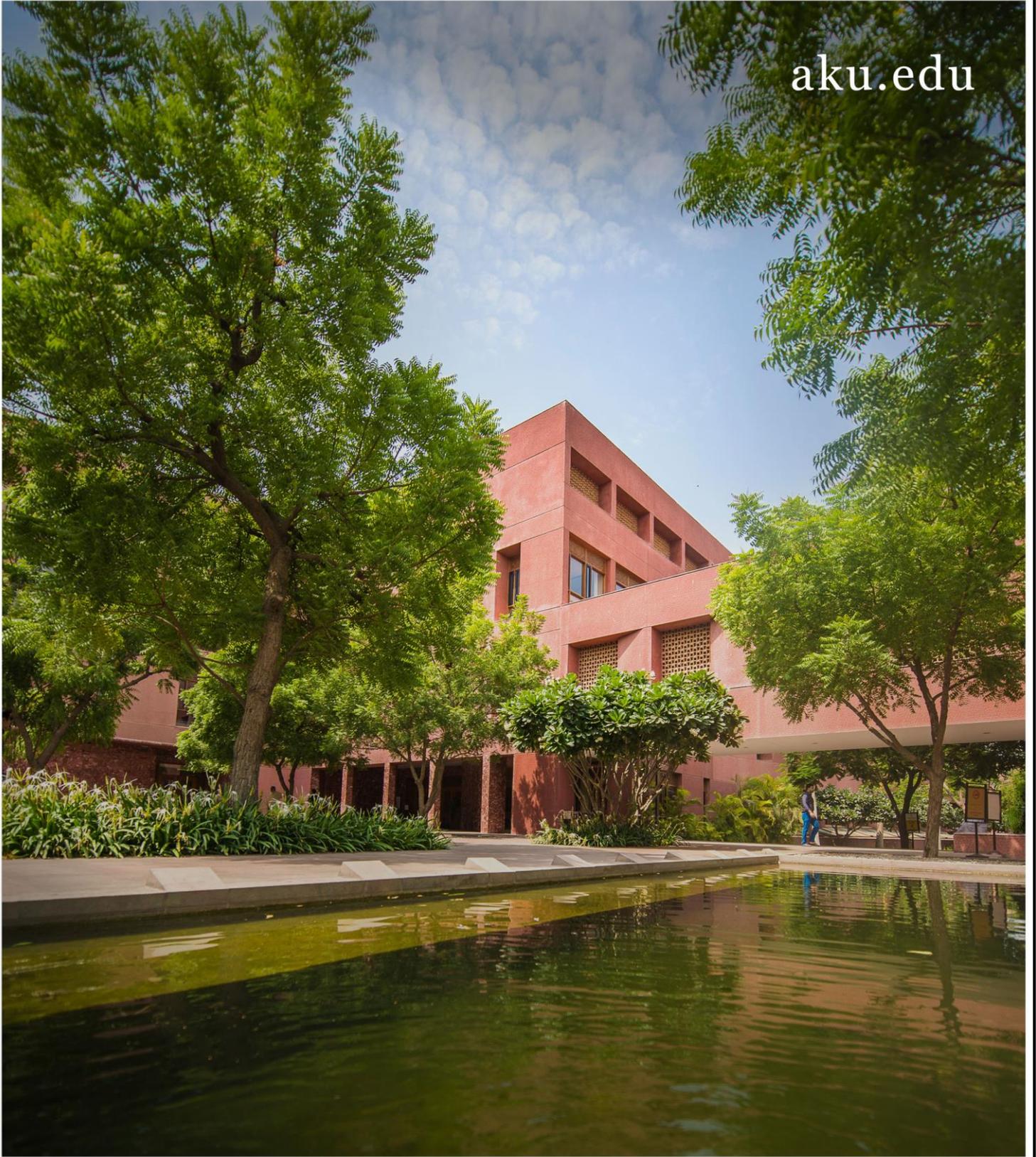


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آغا خان یونیورسٹی
THE AGA KHAN UNIVERSITY

Master of Health Professions Education

Admission Information
2019 – 2020 Academic Year

THE UNIVERSITY

Chartered in 1983, the Aga Khan University (AKU) is an international private university that currently operates in South and Central Asia, East Africa and the United Kingdom.

AKU occupies a pivotal place in the Aga Khan Development Network, a group of development agencies working under the leadership of His Highness the Aga Khan, and contributes in major ways to social development. AKU prioritises higher education and research initiatives relevant to the problems of the societies in which it operates, generally in the developing world.

Through on-going partnerships with prestigious institutions worldwide, AKU brings international expertise to bear upon the establishment and enhancement of its current and future programmes and services. With a growing programme offering, in addition to our existing five campuses spread over three continents, we are planning three new faculties and seven graduate schools to deliver a range of educational choices in an environment that respects cultural diversity.

Our merit-based, transparent admissions process and need-based financial assistance programme attempts to ensure that a diversity of high calibre students are able to attend the programmes at AKU.

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 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).

The Department focuses on innovations in curricula, educational pedagogy and assessment methods, integrating e-learning and web-based resources, courses and programme evaluation.

The Department conducts and encourages research, especially in assessment in health professions education and aims to play a key role in creating an environment at AKU in which health professions education is valued as an integral and essential component of the academic mission of the Medical College and the School of Nursing and Midwifery.

MASTER OF HEALTH PROFESSIONS EDUCATION PROGRAMME

The Department for Educational Development, AKU, offers a Master of Health Professions Education (MHPE) Programme.

The goal of the MHPE programme is to develop excellent teachers; innovators and researchers as well as leaders in health professions education.

Graduates from this programme will be able to use 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 programme also provides a platform for educators in the health professions to share experiences resulting in the development of collaborations and linkages optimising education and research at national and regional levels.

PROGRAMME OBJECTIVES

By the end of the MHPE Programme, the graduates should be able to:

- Demonstrate critical thinking and problem-solving skills on national and international issues pertaining to HPE.
- Inculcate critical thinking and problem solving in students.
- Develop and implement curricula using knowledge of educational philosophies and theories to enhance problem solving abilities.
- Develop and apply innovative teaching, learning and assessment strategies, using best evidence to make informed decisions in HPE.
- Demonstrate high quality research in medical, dental, nursing, and allied health education.
- Develop linkages, optimising education and research.
- Demonstrate ethical leadership at institutional, national and international levels.

PROGRAMME STRUCTURE

The flexible programme consists of required courses, elective courses and a thesis, requiring a minimum two years to a maximum four years of study. However, candidates who seek admission in the MHPE programme after acquiring the AKU Advanced

Diploma in Health Professions Education (HPE), with a minimum CGPA of 3.00, must complete all further requirements (two ARCs, electives and thesis) within two years of study.

Each course consists of pre-reading (five to six weeks), on-campus full-time intensive interactive teaching and learning face-to-face contact period (one to two weeks) and longer independent study to complete an application-oriented and written assignment (six to eight weeks).

THE CURRICULUM

The curriculum is designed to develop educators and leaders in HPE who are academically informed and practically competent, who will also have the ability to think critically, solve problems and contest and/or contribute to the body of knowledge in health professions education.

Students are expected to complete the required readings prior to the start of each course. Attendance is mandatory in the on campus face-to-face contact period. During this time, students have numerous opportunities to learn with expert course faculty, think and work with class fellows, present and discuss topical issues, interact with invited speakers, 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 in HPE.

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 48 credits required for MHPE)

PREREQUISITE:**INTRODUCTORY SHORT COURSE**

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 for MHPE offered by the Department for Educational Development.

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. The ALCs may be taken in any sequence, as long as a total duration is not exceeded. All ALCs are complete courses in themselves.

ADDITIONAL REQUIRED COURSES

The Additional Required Courses (ARCs) deal with more advanced concepts in health professions education. The 'Research' course focuses on research methodologies in HPE (qualitative, quantitative, and multi-method), development of a research proposal and a vision for research. The 'Issues' 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 for 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 has to be taken from the MHPE curriculum committee prior to registering for the course. 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.

MHPE ENTRY OPTIONS

Two routes of entry in the MHPE programme are available.

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

Option 2: Through the AKU graduate programme application process.

ADMISSION TO THE 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.

CRITERIA FOR APPLICATION

- 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 residency or specialty training and board certification (or equivalent).
- Admission to MHPE is based on academic merit and potential for leadership. Merit will be evaluated through scholastic achievement of applicants. Leadership potential will be assessed on the basis of past achievements (curriculum vitae), future plans (personal statement) and interviews.
- At least two years of certified teaching experience is required.

APPLICATION PROCESS

EVALUATION OF CANDIDATES

Candidates are evaluated in stages:

- Stage I: Applications are reviewed and candidates are invited to write the AKU Admission Test.
- Stage II: Candidates who are shortlisted based on the Admission Test are invited for interviews with senior faculty members of the University.
- Stage III: Final selection is based on an overall assessment of each candidate's dossier; this is formally approved by University's Admission Review Committee.

APPLICATION FOR ADMISSION

- Applications for admission will be accepted from March 18, 2019 until May 20, 2019 only. Candidates must apply online by logging on to www.aku.edu/apply-online. In cases where this is not possible, candidates may request for a paper based application by e-mailing at postgrad.query@aku.edu
- To complete the online application, candidates are requested to read and follow the instructions provided. Before submitting the application, candidates must ensure that they have complied with the instructions given with the application form and information brochure. Incomplete applications will not be processed.
- The programme brochure and sample test paper may be downloaded from our website <https://www.aku.edu/admissions/hpe/Pages/home.aspx>.

ADMIT CARD

Candidates will be issued an admit card on their online portal as well as through e-mail which will allow them to write the Admission Test. Where admit card is not received 15 days before the date of the test; candidate must e-mail the Admission Office for the required information and application details. Applicants are required to bring the following to the test centre:

- The hard copy of the Admit Card emailed to you;
- Your CNIC or Passport or appropriate Photo ID for identification.

Without a photo ID and the Admit Card, AKU reserves the right to disallow you from writing the test.

ADMISSION TEST

The Admission Test will be conducted on **Saturday, June 15 2019**.

The Admission Test comprises three components: English Language, Quantitative Reasoning and a Speciality 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 Speciality Specific Exam will assess basic knowledge related to the specific speciality.

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. 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.

VALIDITY OF TEST SCORES

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

DOCUMENTS TO BE UPLOADED WITH AN APPLICATION

Candidates must note that they are required to upload following documents with the application on the online portal. In case you are submitting a paper based application, you are required to submit hardcopy of these documents.

	Document	File Size	File Format
1	Photograph – Coloured and taken one week prior to application; (<i>please refer to photograph specification section</i>);	1 MB	JPEG
2	Attested scan copy of CNIC / NICOP / relevant pages of the Passport (<i>passport is required for foreign nationals</i>);	1 MB	PDF
3	Curriculum Vitae and list of publications, if any;	1 MB	PDF
4	<u>Educational Documents</u> : Attested copies of the following educational documents must be uploaded individually and sequentially (marks sheet and certificate / degree). <ul style="list-style-type: none"> - Secondary School Certificate / O Levels or equivalent - Higher Secondary School Certificate / A Levels or equivalent - Undergraduate qualification (E.g.: MBBS, BScN, DVM, BSc or equivalent). <i>Undergraduate degree and mark sheet should have been attested by the Higher Education Commission of Pakistan (HEC).</i> 	1 MB	PDF
5	<u>Application Fee</u> : <ul style="list-style-type: none"> ▪ Applying from AKU residential countries¹ is Rs. 6,300/- ▪ Applying from AKU non-residential countries is US \$ 306/- <p>The application fee is non-refundable; candidates must ensure that they are eligible for the programme before applying. The fee should be paid only through the modes mentioned in the mode of payment section. Cash, money orders, postal orders, personal cheques, banker’s cheques and local and foreign bank drafts are not acceptable.</p> <p>Please upload the receipt or evidence that the payment has been made.</p>	1 MB	PDF
6	Grade Card / Transcript or enrolment information of the courses completed at Aga Khan University in the past or currently in progress, if applicable; <p>If you are currently enrolled in any other institution, please provide attested mark-sheets of recent examination taken or progress reports, as applicable.</p>	1 MB	PDF
7	Attested copies of Work Experience Certificates (for all the experiences mentioned in the application form);	1 MB	PDF
8	Letters of recommendation: 3 letters of reference are required. Referees should be individuals who are well-acquainted with your previous academic work and professional experience. <p>These letters should be received in sealed envelopes or emailed directly by your referee to postgrad.query@aku.edu. The letters should be current or not more than one-year-old.</p> <p>You must provide the name of your referees on the application form.</p>	-	-
9	A statement of purpose, summarizing (in application form): <ol style="list-style-type: none"> i. The reason for your interest in the programme; ii. How this programme will benefit your institutional / professional / personal / academic development; iii. Any additional factors which make you suitable for the programme? 	-	-

- 10 Please also attached dully completed MHPE Application Form '1-E'. This can be downloaded from: <https://www.aku.edu/admissions/hpe/Pages/home.aspx>
E-mail the dully completed form at postgrad.query@aku.edu

¹Afghanistan, Burundi, Kenya, Pakistan, Rwanda, Tanzania and Uganda

MODE OF PAYMENT

Candidates may use following options to make payment. The original receipt should be uploaded on the AKU portal. **Please do not upload the payment request slip.**

Candidates may pay their application fee through the following options:

1. Online Transfer or Deposit into University Account

Candidates may pay through online deposit to any branch of Habib Bank Limited or Soneri Bank Limited in the below accounts;

<i>Account Title</i>	The Aga Khan University	The Aga Khan University
<i>Bank Name</i>	Habib Bank Ltd.	Soneri Bank Ltd.
<i>Branch Name & Code</i>	Karsaz Branch 0896	Aga Khan University Branch 0024
<i>Account #</i>	0896-79006003-01	0024-20000014401
<i>NTN #</i>	1206240-5	1206240-5
<i>IBAN #</i>	PK27HABB00089679006003-01	PK93SONE0002420000014401

2. University's E-payment Facility

Candidates may choose to pay fee online through a credit / debit card. Please use this web link to pay <https://payonline.aku.edu>

Please notify the Finance Office by emailing at student.finance@aku.edu when making e-payments. Student name, address, application tracking ID, amount, payment reference number and the purpose of payment should be clearly stated in the notification. **The acknowledgement e-mail received against e-payment must be uploaded with the On-line Application Form.**

HOW TO SUBMIT THE APPLICATION

On the Online portal, the application must be completed and submitted no later than May 20, 2019. Applications received after the deadline are not accepted.

In case a paper application is being submitted, the completed application with all the required documents and proof of application fee payment must be sent through a reliable courier service at the following address by May 20, 2019. Applications are not accepted over the counter.

Postal Address;

Graduate Programme Admission Office
Office of the Registrar
Aga Khan University
(School of Nursing and Midwifery Bldg.),
Stadium Road, Karachi 74800
Pakistan

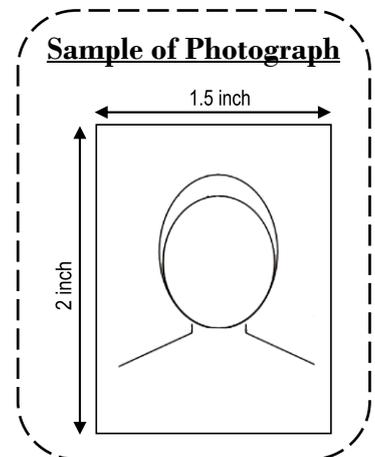
It remains the responsibility of the candidate to complete the application requirements according to the published instructions and time schedule. Once acknowledged, an application will not be returned. **Application will consider incomplete if the required documents are not included with the applications.**

Aga Khan University reserves the right to admission; to revoke admission and registration if an application form 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.

PHOTOGRAPH SPECIFICATION

Your photograph is a vital part of your application. Please follow these instructions carefully. If photographs received do not meet these requirements your application will be considered incomplete.

- A colour photo is required;
- The background of the photograph should be plain white.
- The photo must measure: width: 1.5 inch, height: 2 inch
- Should have been taken within the last 1 week to reflect your current appearance.
- The photo should show a clear, front view, full face of the person. Side or angled views are NOT acceptable.
- Snapshots, magazine photos, low quality vending machine or mobile phone photos and full-length photographs are not acceptable.

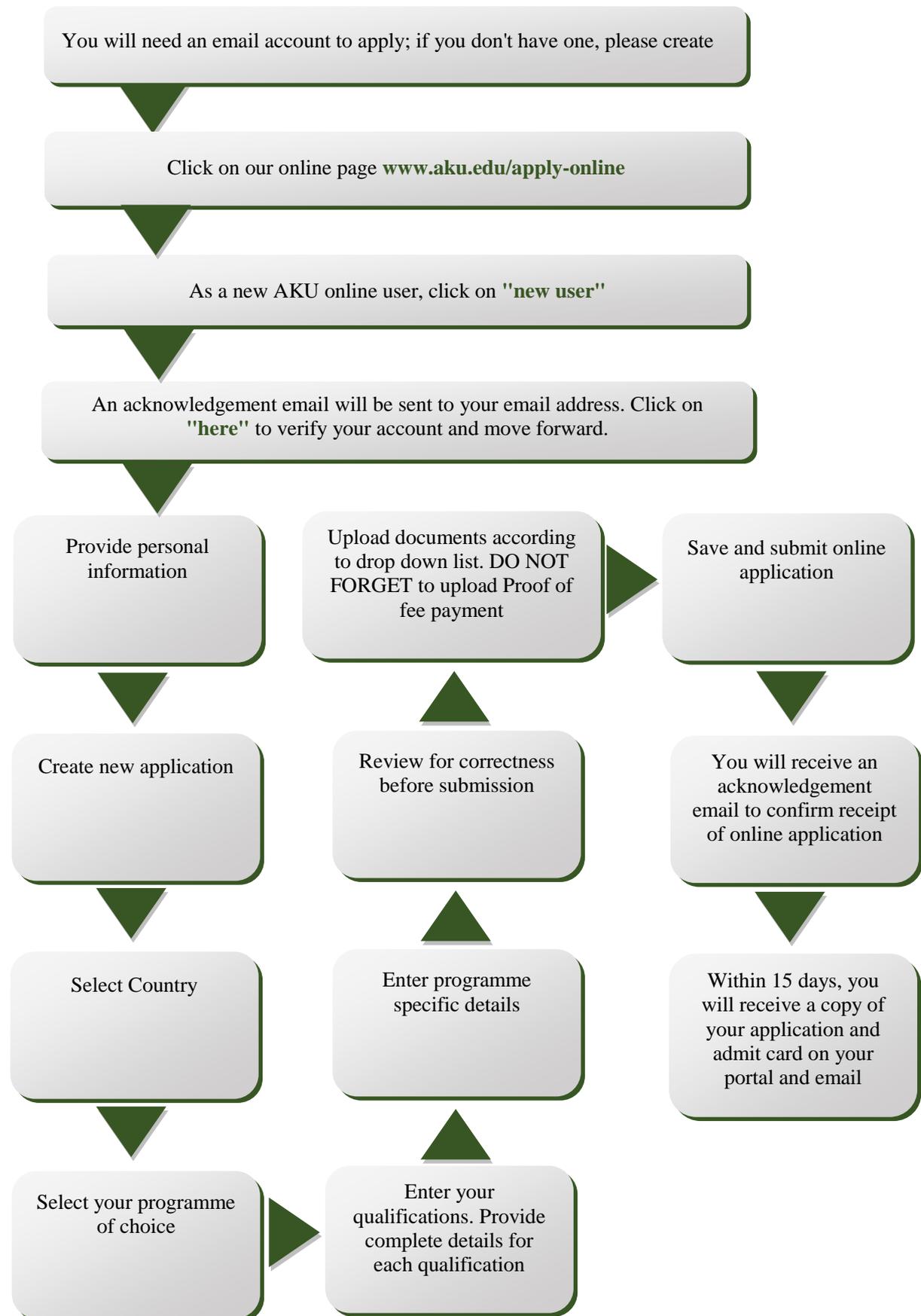


If your photograph does not reflect your current appearance, even if it is not older than one week, the university will not allow you to write the Admission Test.

ADMISSION SCHEDULE 2019-20

Last date to receive applications	May 20, 2019
Admission Test	June 15, 2019 <u>Test Centres:</u> <i>Pakistan:</i> Karachi, Hyderabad, Sukkur, Quetta, Peshawar, Chitral, Gilgit, Islamabad, Lahore, Faisalabad, Multan <i>International:</i> Dubai, Kabul, London, Nairobi, Riyadh, Tajikistan, Tanzania, Uganda, Doha
Interviews	July / August, 2019
Announcement of Result	October, 2019
Commencement of Classes	First week of January, 2020

STEPS TO APPLY ONLINE



FINANCIAL INFORMATION

TUITION AND OTHER CHARGES

AKU charges fees for all of its programmes. The tuition and fees structure and schedule for the 2019-20 academic year will be available separately. Those responsible for a student's financial obligations should plan accordingly.

The University categorises students as 'residential' and 'non-residential'. AKU considers residential countries to include Afghanistan, Burundi, Kenya, Pakistan, Rwanda, Tanzania and Uganda.

Candidates categorized as 'non-residential' are required to pay their dues in US dollars only. The University reviews its tuition and fees annually to cover inflation and other cost increases. Students are advised to plan their financial obligations for the course of study accordingly.

Candidates shall be categorised as 'non-residential' (whether holding Pakistani or dual citizenship), if the candidate meets any one or more of the following criteria:

- a) Residence of the principal wage earning member of the family; source of income during the previous three years in a non-residential country;
- b) Whether the student was educated in AKU residential or non-residential countries during the three years prior to the application for admission;
- c) Whether the student is eligible for State-supported education overseas;
- d) Whether the candidate or principal earning member is reimbursed educational expenses by their employer.

Students holding Pakistani nationality, CNIC and / or passport should be aware that this does not guarantee an AKU residential classification for the payment of tuition fee and any other charges. The University's conditions stated above for the application of non-residential fee status will prevail.

If the candidate's parents are Pakistani citizens deputed to a government mission overseas, such students will be charged the fee prescribed for students in Pakistan. Documentary evidence will however, be required in such cases.

Candidates doubtful of their fee status should seek clarification from the Office of the Registrar before applying. The Registrar's decision on fee status shall be final and binding.

Successful candidates are required to pay a component of the fee on acceptance to the programme and the balance over the year of study.

Students defaulting on payments within the due dates may be suspended and/or barred from classes and/or progression to the next year of study until the clearance of dues in accordance with the University's policies and procedures.

Payments may be made in cash or through a bank draft in favour of “The Aga Khan University”. Personal cheques are not acceptable.

STUDENTS ON SPONSORSHIP

Students expecting to receive sponsorships or scholarships to complete the programme are requested to submit the relevant approval letter 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 4537 / 5449 / 5456.

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.

Disclaimer

This booklet contains information about the programme offered by Aga Khan University, Pakistan for the academic year 2019-20. 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 through University Admission Office.

THE AGA KHAN UNIVERSITY

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