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THE AGA KHAN UNIVERSITY

MEDICAL COLLEGE

Master of Science in Health Policy and Management
Admission Information 2020 - 2021

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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. It is a unique hybrid: an institution of academic excellence that is also an agent for social development.

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 six campuses spread over three continents, we are planning three new faculties and six graduate schools to deliver a range of educational choices in an environment that respects cultural diversity.

Our merit-based, transparent admissions process and needs-sensitive financial assistance programme attempts to ensure, to the extent possible, 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 some common criteria include: fluency in English.

MASTER OF SCIENCE IN 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 Science in Health Policy and Management Programme (MSc HPM). The programme is housed in the Department of Community Health Sciences (CHS) and has participation from various entities across AKU.

Master of Science in Health Policy and Management 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 and is accredited by Pakistan Medical and Dental Council and according to PMDC regulations provides a Type II-B degree which is the most advanced level of master's degree in Pakistan.

TARGET AUDIENCE

The target audience includes programme policy makers, 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.

OBJECTIVES

The goal is to train professionals in health systems planning, implementation 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 and 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.

PROGRAMME STRUCTURE

This is a two-year programme comprising of 4 semesters involving coursework, practicum and thesis. Teaching methods are interactive and diverse comprising of lectures, tutorials, discussions, e-learning, and site 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 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 hours on Saturdays.

COURSE WORK

Each semester has three to four courses which have been carefully chosen to equip students with required skills, are offered. Course work comprises of public health, management, policy, systems and research related courses.

THESIS

The preparation of the thesis takes place in second 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, or any other acceptable research technique, data collection can be undertaken in student's hometown.

PROGRAMME RESOURCES

The Master of Science in 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 provided for first-hand field learning.

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 week days depending on the course / credits 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.

Health professionals, who have family responsibilities and job commitments and wish to upgrade their qualification, are able to benefit from the part-time programme. Further details regarding part-time programme are available from the concerned Programme Directors.

STANDALONE COURSES TOWARDS A MASTER'S DEGREE

The Department of Community Health Sciences offers selected courses (taught within the MSc HPM 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 and Health Sciences 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 appear for an Interview. The courses are valid for three years only for entry into the MSc HPM programme. For further details on available standalone courses, please contact the Programme Office at hpm.programme@aku.edu

Check AKU MSc HPM website for schedule of courses: www.aku.edu/admissions/msc-hpm

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 SCIENCE IN HEALTH POLICY AND MANAGEMENT PROGRAMME

Admission to Master of Science in 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 work experience after graduation, preferably in a health-related field at the time of application (part-time, internship and voluntary work 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 including but not limited to a BSc (Biology, Biological Sciences, Physics, Physical Sciences), DPT, MBBS, BDS, BScN, DVM, D. Pharm, B Pharm (or equivalent).

ADMISSION PROCESS SUMMARY

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 which is formally approved by the University's Admission Review Committee.

ADMISSION TEST

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/msc-hpm

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, 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 **March 16, 2020 and June 23, 2020**. Candidates must apply online by logging on to www.aku.edu/apply-online

In cases where applicants are unable to access our online portal, candidates may request for a paper based application by e-mailing postgrad.query@aku.edu

Candidates completing the paper based form are requested to follow the instructions mentioned on this form for fee payment and submission. Please courier the completed paper based form to reach the Admission Office latest by June 23, 2020. Applications are not accepted over the counter.

NOTE FOR ALL CANDIDATES

Candidates are requested to ensure they meet application requirements before applying. These are listed in the programme brochure. Additionally, candidates applying online or with a paper based application, are responsible to complete the application 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.

ADMIT CARD

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

Candidates who submit a paper application will receive their admit card through an email.

In cases where the admit card is not received 15 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.

Please note:

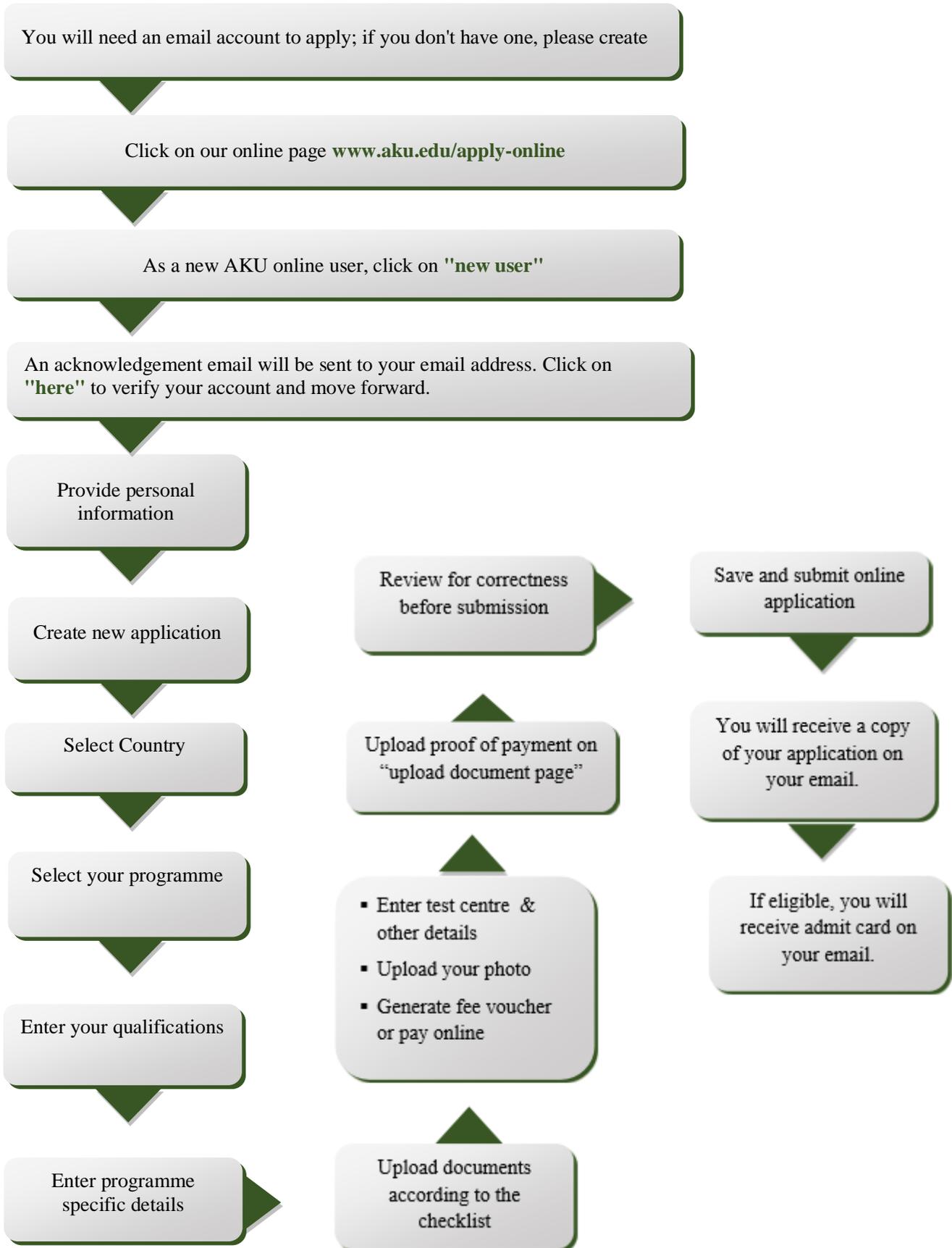
To write the Test, candidates must bring:

- 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 SUBMIT 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. Curriculum Vitae and list of publications, if any;
4. Attested copies of educational documents must be uploaded sequentially:
 - HSSC or equivalent
 - Undergraduate qualification (E.g.: MBBS, BScN, BDS, BSc or equivalent). *Undergraduate degree and mark sheets should be attested by the Higher Education Commission of Pakistan (HEC).*

Note: In case of Post RN BScN and other foreign qualifications, equivalence letter from HEC must be submitted with the application stating that the candidate has completed at least 16 years of education.

5. Application Fee: - **Applying from AKU residential countries* is Rs. 6,800/-**
- **Applying from AKU non-residential countries is US \$ 350/-**

The application fee is non-refundable; Candidates must ensure that they are eligible for the programme before applying. (*see mode of payment section for details*)

6. If applicable:
 - Transcript / enrolment information of all the courses undertaken or completed at AKU
 - Latest mark sheets / progress reports, if currently enrolled in any other institution
7. All work experience certificates as entered on the form

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

DOCUMENTS REQUIRED SEPARATELY

3 letters of recommendation / references to be sent in sealed envelopes or emailed directly by your referee to postgrad.query@aku.edu **Name of your referees should be provided on the application form.** (*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.*)

MODE OF PAYMENT

Candidates may pay the application fee either through the fee voucher or the AKU online payment portal. ***When the fee is paid, please upload the receipt on the online admission portal.***

▪ 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 “Fee, photograph and other details”
2. For payment mode, 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
5. Upload the paid voucher on “Upload Document Page” by selecting fee payment

▪ PAY ONLINE THROUGH DEBIT/CREDIT CARD (FOR 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 “Fee, photograph and other details”
2. For payment mode, 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 on “Upload Document Page” by selecting fee payment

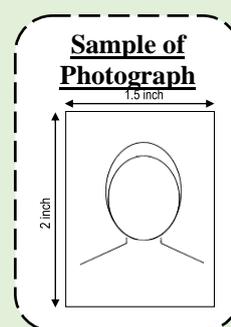
In case you are unable to receive the payment acknowledgement, please notify the Finance Office by emailing student.finance@aku.edu

PHOTOGRAPH SPECIFICATION

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

- Passport size coloured photograph with white 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.



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 one of our academic programmes, students who are 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 2020-2021 session, and financial assistance is available on: www.aku.edu/admissions/fees-and-funding

STUDENTS ON SPONSORSHIP

Students expecting to receive sponsorships or scholarships from external agencies 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 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.

A fee is charged for all accommodation. Accommodation charges for the 2020-2021 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 2020-21 ADMISSIONS

<u>Admission Open Registration</u>	March 16 – June 23, 2020
Admission Test	<i>October 3</i> <u>Test Centres:</u> <i>Pakistan:</i> Chitral, Faisalabad Gilgit, Hyderabad, Islamabad, Karachi, Lahore, Multan, Peshawar, Quetta and Sukkur <i>International:</i> Doha, Dubai, Iran, Kabul, London, Nairobi, Riyadh, Syria, Tajikistan, Tanzania and Uganda
Interviews	October / November
Commencement of Classes	February 2021

DISCLAIMER

This booklet contains information about the programme offered by the Aga Khan University, Pakistan, for the academic year 2020-21. 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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