Master of Health Professions Education

Admission Information

2016 – 2017
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 OF 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 five 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 (two to three weeks), on-campus face-to-face study (one to two weeks) and independent study and distance learning assignment (three to four 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 sessions (11 weeks including the prerequisite course) spread over a two-year 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 written assignments based on problems they may face in HPE.

<table>
<thead>
<tr>
<th>Courses</th>
<th>Duration (weeks)</th>
<th>Credits</th>
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<tbody>
<tr>
<td></td>
<td>Pre-reading</td>
<td>Face-to-Face</td>
</tr>
<tr>
<td><strong>Prerequisite</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introductory Short Course *</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>**Advanced Level Courses (ALCs) **</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Curriculum Development</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Teaching &amp; Learning</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>Assessment</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>Programme Evaluation</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Leadership</td>
<td>2</td>
<td>1</td>
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<tr>
<td><strong>Additional Required Courses (ARCs)</strong></td>
<td></td>
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</tr>
<tr>
<td>Research Methodologies</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>Issues in HPE</td>
<td>3</td>
<td>1</td>
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<tr>
<td><strong>Electives (at least two courses)</strong></td>
<td></td>
<td></td>
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<tr>
<td><strong>Thesis</strong></td>
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<tr>
<td><strong>Total Credits</strong></td>
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* Prerequisite course for Advanced Diploma and MHPE (not included in 64 credits required for MHPE).
** Same courses for Ad-Dip HPE and 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 Advanced Diploma in HPE and 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 of five years is not exceeded. All ALCs are complete courses in themselves.

**ADDITIONAL REQUIRED COURSES**

The two 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, 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 two/three 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 public health. 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, at a minimum, a 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.
• Completion of the Introductory Short Course in Health Professions Education is a prerequisite.

• At least two years of certified teaching experience is required.

APPLICATION FOR ADMISSION

Application for admission will be accepted from January 11, 2016 until February 15, 2016 only.

The programme brochure and sample test paper may be downloaded from our website www.aku.edu/registrar. The application form may be completed online by logging on to www.aku.edu/apply-online. Please follow the necessary instructions to complete the online application.

An application must be submitted either online or on the prescribed paper based application form. Before submitting an application, candidates must ensure that they have complied with the instructions given with the application form. Incomplete applications will not be processed.

The completed application form along with the documents mentioned on checklist should be posted by registered mail or sent through a reliable courier service or delivered in person to the Admission Office from Monday to Friday, between 9:00 am and 12:00 noon only. There is no provision for processing applications after the closing date.

It remains the responsibility of the candidate to complete the application requirements according to the instructions and time schedule. The Admission Office will send no reminders. Once acknowledged, an application will not be returned.

Aga Khan University reserves the right 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.

All applications must be mailed to the following address:

Graduate Programme Admission Office
Office of the Registrar
Aga Khan University – Medical College
Stadium Road, P.O. Box 3500,
Karachi 74800
Pakistan

SUBMITTING AN APPLICATION
Candidates must submit the following as application to the programme.

a. Completed application form: PDF of the completed online application; downloaded or paper application; two photographs with your name labeled at the back; this should be coloured on a white background showing full front view of the candidate.

b. Please also attached dully completed MHPE Application Form ‘1-E’. This can be downloaded from: http://www.aku.edu/admissions/graduate/medicine/pakistan/mhpe/Pages/home.aspx

c. One attested copy of CNIC / NICOP / Passport (passport is required for foreign nationals);

d. Curriculum Vita and list of publications, if any;

e. A personal statement, summarizing (in application form):
   i. Why you want to pursue this programme?
   ii. What is your expectation from the programme?
   iii. How will you use this knowledge when you graduate?

f. Letters of recommendation from at least 3 people who are well-acquainted with the applicant’s previous academic work and professional experience. These letters should not be more than one year old;

g. Scholastic Achievements: For all achievements mentioned in the application form: attested set of official transcripts of academic record (secondary school, college, graduate school, and/or professional schools, with certification of degrees conferred, courses taken and grades received);

h. Grade Card / Transcript or enrolment information of the courses completed at Aga Khan University in the past or currently in progress, if applicable;

i. Application fee: The application fee is non-refundable; the fee can be paid online or as a bank draft in favour of “The Aga Khan University”. Cash, money orders, postal orders and personal cheques are not acceptable.

**Application Fee:**

- For candidates applying from Pakistan: Rs 5,500/-;
- For candidates who will be overseas during the admission process it is US$ 250/-;

j. Attested copies of Work Experience Certificate (of all the experiences mentioned in the application form);

k. If you are currently enrolled in any other institution, please provide attested mark-sheets of recent examination taken or progress reports, as applicable.

**MODE OF PAYMENT**

Candidates may pay their application fee through the following modes of payment:

The payment can be made by a demand draft in favour of “The Aga Khan University” or by online deposit to any branch of Soneri Bank Limited. The banking details are as follows:
The deposit slip given by the bank, which is the acknowledgement of payment to the bank, should be submitted with the application form to the Admission Office.

**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 pass the Admission Test are invited for interviews with senior faculty members of the University.

**Stage III:** Final selection will be made on the basis of an overall assessment in comparison with other shortlisted candidates.

**Admission Test**

All candidates are required to write the AKU Admission Test. Candidates will be issued an admit card enabling them to write the Admission Test. Where it is not received in time, candidates are advised to write the Admission Test at a convenient centre taking a copy of the application form, a photo ID and appropriate documents for identification.

The Admission Test comprises three components: English Language, Quantitative Reasoning and Logical Reasoning. The English Language component evaluates a candidate’s competency in reading and comprehension. The Quantitative Reasoning component is designed to assess basic knowledge of the subject, including critical reasoning, deduction and problem solving ability. The Logical Reasoning component is aimed at assessing the logical thinking ability of the candidates.

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

**Validity of Test Scores**

The AKU Admission Test scores are valid for a period of two years from the date the test is written. For admission to the 2016-2017 academic year the results of the test written in the year 2014 or 2015 will be acceptable for further processing of an application, only in cases where the candidate does not write the Admission Test in the year of application.
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 integrity, motivation and interest in the programme, maturity, social and cultural awareness, knowledge of public health issues in developing nations and evidence of initiative and commitment to the profession.

Interviews will be conducted in Pakistan. However, the University may be able to make special arrangements to interview candidates overseas in their place of residence.

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<tr>
<th>ADMISSION SCHEDULE 2016 – 2017</th>
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<tr>
<td>Last date to receive applications</td>
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<tr>
<td>Admission Test</td>
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<tr>
<td>Interviews</td>
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<td>Announcement of Result</td>
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</table>
FINANCIAL INFORMATION

TUITION AND OTHER CHARGES

AKU charges fees for all of its programmes. The tuition and fees structure and schedule for the 2016-17 session will be available separately. Those responsible for a student’s financial obligations should plan accordingly.

The University reviews its tuition and fees annually to cover inflation and other cost increases. Therefore, students are advised to plan their financial obligations for the course of study accordingly.

Successful candidates are required to pay a component of the fee on acceptance to the programme and the balance over the years of study. The schedule of tuition and other charges for the 2016-17 academic year will be provided separately.

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 cities 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.