AGA KHAN UNIVERSITY
Visiting National Student Application for Electives - 2018

1. The attached form has two sections. Section A is to be completed by the Applicant. Section B is to be completed by the (Applicants) Dean or the Dean’s designated officer. Please note that electives at AKU begin from the first day of each month and end on the last day of same month (see calendar on page 2). Approximately four weeks duration is the minimum period for elective rotation in one discipline.

2. Section A and B of the application form must be completed and mailed to the address given in section 5. Applications must include photocopies of mark sheets / transcripts of all professional/semester examinations written to-date (these should be attested by your university) and photocopy of CNIC (photocopies should be cut in the size of application form).

3. An application must reach the Electives Office at least three months prior to the month in which elective rotation is requested (calendar given at page 2).

4. The non-refundable application processing fee for electives placement is Rs. 2,500/- The fee is payable through a bank draft/pay order in favour of “Aga Khan University” drawn on a bank in Karachi. Applications will not be processed without the processing fee.

5. All correspondence must be addressed to:
   
   Elective Office
   Office of the Registrar
   Aga Khan University (SONaM Building)
   Stadium Road, P.O. Box 3500,
   Karachi 74800, Pakistan.
   
   Telephone: (9221) 3486 5531 / 4537
   Fax: (9221) 34934294 / 34932095
   E-mail: elective.national@aku.edu

6. The University hostels have non-air-conditioned, single and shared, furnished room accommodation with communal washroom and laundry facilities. The students pay for their living expenses in Pakistani currency. The room rent is 1Rs. 17,500/- per month. Food, which may be purchased from the cafeteria, may cost up to Rs. 400/- per day. Due to shortage of rooms, it is not always possible to get accommodation in the hostels. If accommodation will be availed, a security deposit of Rs. 10,000/- will be required as a separate bank draft / pay order in the name of “Aga Khan University”. Upon completion of the electives and clearance the security deposit, after any deduction, will be refunded to the applicant.

7. Health care facilities are available in the Aga Khan University Hospital on self-payment.

8. Who is eligible to apply?
   Opportunities for electives are limited in each discipline. Students meeting the following criteria may apply:
   - Students should have cleared all exams in first attempt;
     - with an equivalent average of 2.5 cGPA or at least 65% in semester examination.
     - an overall of 65% in Professional examinations (aggregate).
   - A student is allowed to do electives only once for a maximum of four weeks during his/her formal academic career in a medical/allied health sciences programme. *Effective January 2010

PLEASE NOTE: SUBMISSION OF AN APPLICATION DOES NOT GUARANTEE CONFIRMATION OF YOUR PROPOSED ELECTIVES.

STUDENT WHO HAVE ALREADY WRITTEN THEIR FINAL YEAR PROF. EXAM IS NOT ELIGIBLE FOR ELECTIVE

FOR PLACEMENTS IN BASIC SCIENCES AND COMMUNITY HEALTH SCIENCES (RESEARCH):

- Students in their first, second, third or fourth year of their medical schools may apply.
- Students studying in A-Level or Intermediate (pre-medical) may apply.

Rotations

1) Biological & Biomedical Sciences (BBS): (Opportunities not available in July and August.)
   i) Anatomy   ii) Physiology   iii) Pharmacology   iv) Biochemistry

2) Community Health Sciences (CHS)

1 subject to change
ELIGIBILITY FOR CLINICAL ROTATIONS

Students, who have successfully completed required professional examination, as indicated below, may apply for clinical rotations.

A. Upon successful completion of second professional examination or six semesters (in MBBS Year IV or V) applications may be submitted for:

1) Pathology & Microbiology:
   i) Clinical Microbiology
   ii) Molecular Pathology
2) Pulmonology
3) Radiology
4) Paediatrics
5) Family Medicine

B. Upon successful completion of third professional examination or eight semesters (in MBBS final year) applications may be submitted for:

1) Medicine:
   i) General Medicine
   ii) Cardiology
   iii) Gastroenterology
   iv) Infectious Diseases
   v) Neurology
2) Surgery:
   i) General Surgery
   ii) Orthopaedics
   iii) Otolaryngology
   iv) Neurosurgery
   v) Ophthalmology
   vi) Urology
   vii) Cardiothoracic Surgery
   viii) Paediatric Surgery
3) Anaesthesia
4) Psychiatry
5) Obstetrics & Gynaecology: (females only)
6) Physiotherapy
7) Emergency Medicine
8) Oncology

Elective Rotation Dates and Application Deadlines 2018
(No variations on these dates are acceptable)

<table>
<thead>
<tr>
<th>Rotation month</th>
<th>Rotation dates</th>
<th>Application submission period</th>
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<tbody>
<tr>
<td>JANUARY</td>
<td>January 1 – 26, 2018</td>
<td>October 1 – 31, 2017</td>
</tr>
<tr>
<td>FEBRUARY</td>
<td>February 1 – 28, 2018</td>
<td>November 1 – 30, 2017</td>
</tr>
<tr>
<td>MARCH</td>
<td>March 5 – 30, 2018</td>
<td>December 1 – 31, 2017</td>
</tr>
<tr>
<td>APRIL</td>
<td>April 2 – 27, 2018</td>
<td>January 1 – 31, 2018</td>
</tr>
<tr>
<td>MAY</td>
<td>May 1 – 31 2018</td>
<td>February 1 – 29, 2018</td>
</tr>
<tr>
<td>JUNE</td>
<td>June 4 – 29, 2018</td>
<td>March 1 – 31, 2018</td>
</tr>
<tr>
<td>JULY</td>
<td>July 2 – 27, 2018</td>
<td>April 1 – 30, 2018</td>
</tr>
<tr>
<td>AUGUST</td>
<td>August 1 – 31 , 2018</td>
<td>May 1 – 31, 2018</td>
</tr>
<tr>
<td>SEPTEMBER</td>
<td>September 3 – 28, 2018</td>
<td>June 1 – 30, 2018</td>
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<tr>
<td>OCTOBER</td>
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<td>December 3 – 28, 2018</td>
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</tbody>
</table>

- Students will be notified of the University decision approx. 4 weeks before the commencement of the requested elective rotation. Please do not call us or visit us in person.
- Registration fee of Rs. 3,000/- (non-refundable) is required via bank draft / pay order to confirm the electives.
- At the conclusion of the 4 week electives, an evaluation will be provided upon receipt of clearance.
- Application collection and submission time on working days: Monday to Friday 2:00 pm to 5:00 pm at Office of the Registrar counter located in the School of Nursing and Midwifery, Aga Khan University.
- Those outside Karachi may send their request via mail or e-mail to the given addresses, in section 5.

Note: Elective offer will stand CANCELLED for selected students not joining on approved dates.

University reserves the right to amend the eligibility criteria or procedures as and when appropriate.
SECTION ‘A’: To be completed by the student
Please Note: Incomplete form will not be processed.
To be filled in block letters.

Name: ____________________________________________________________
Name                      Father’s Name                      Surname

Mailing Address ______________________________________________________

Tel No: __________________  Cell No: __________________  Country of Origin: _____________
E-mail: ____________________________________________________________

Name of Institution Currently Enrolled: ____________________________________________________________

Duration of Medical Programme: _____________  Graduation Date (final year exam): _____________

Choice of Discipline for Electives: (1) ______________________  (2) ______________________
(Please mention in order of preference)

Proposed Month for Electives: ____________________________________________________________

Do you require accommodation (Applicable for students from outside Karachi)  Yes  No

Note: Due to shortage of rooms, it is not always possible to provide accommodation in the hostels.

Objectives of your Proposed Electives (attach separate sheet)
________________________________________________________________________________________
________________________________________________________________________________________

Date: __________________  Signature of Student

SECTION ‘B’: To be completed by DEAN or REGISTRAR of student’s school (not relative)

Name of Student ____________________________________________________________

Has the student completed following basic clinical rotations (please check [✓] the completed rotations):

[ ] Medicine  [ ] Paediatrics  [ ] Dermatology  [ ] Anaesthesia  [ ] Ophthalmology
[ ] Surgery  [ ] Psychiatry  [ ] Otolaryngology  [ ] Orthopaedics  [ ] Obstetrics & Gynaecology

Yes  No

 cripple student is approved to take this elective.

[ ] The student is in good standing at this institution.

[ ] The student will be covered by health and malpractice insurance through this institution.

[ ] Has student been involved in disciplinary issues?

[ ] Student understands that in case of illness or health related emergency or issue, the liability of care and payment will be on the parent institution / student.

[ ] Student understands that acting against code of conduct lead’s to immediate termination of elective.

[ ] An evaluation report will be required at the end of the electives.

During the period of elective, student will be in _____ year of MBBS programme.

His / Her expected date of graduation (final year exams) is ______________ (month and year).

Signature: __________________________________  Date: __________________

Name: ____________________________________________________________

Title: ____________________________________________________________

E-mail: __________________________________  Phone number _________________

Address: __________________________________________________________