Principal
Brig (R) Ghulam Ali
M.Sc., MBA

Department of English
Syed Hasan Hamid Naqvi
M.A (Eng.), M.A (Political Science)

Mr. Mohsin Raza
M.A (Eng.) Literature & Linguistics

Mr. Saqib Rasheed
M.A (Eng.)

Department of Physics
Mr. Iqbal Ahmad
M.Sc(Physics), B.Ed.,
Hons (War Studies)

Mr. Ishaq Shahid Amin
M.Sc (Physics), MBA

Mr. Asghar Ali
M.Sc (Physics), B.Ed, M.Phil

Department of Biology
Mr. Irfan Ashraf
M.Sc., B.Ed.

Department of Mathematics
Mr. Sulman Zuhair
M.Sc (Maths)

Mr. Ali Kamran Akhtar
M.Sc (Maths), M.Phil(Maths)

Mr. Aqib Majeed
M.Sc (Maths), M.Phil(Maths)
B.Ed(Science)

Department of Pak. Studies
Mr. Mumtaz Ali
M.A(Pak Studies), M.Sc (Mass Comm)
B.Ed.

Mr. Muhammad Saeed
LL.B

Librarian
Syed Mohsin Abbas Rizvi
Certificate in Library Sciences

Vice Principal
Syed Muhammad Naveed Haider
M.A, M.Ed

Department of Urdu
Syed Akhtar Abbas Naqvi
M.Phil (Urdu), M.A (Persian)

Mr. Ali Akbar Natiq
M.Phil (Urdu)

Mr. Asmat Nawaz Kohawar
M. A (Urdu), M.A (Political Science), M.A
(History), M.Ed. (T.Edu), M.Phil (Iqballiyat)

Department of Chemistry
Mr. Zafar Iqbal Malik
M.Sc (Chemistry)

Mr. Mureed Abbas Jaffri
M.Sc., B.Ed,M.Phil

Department of Computer Science
Mr. Qalb-e-Hasnain Rathore
M.C.S, M.Phil (In Progress)

Department of Islamiyat
Mr. Zafar Hussain
M.A (Edu.), M.A (Islamiyat & Arabic)

Agha Syed Ali Binyameen Naqvi
10th Grade (Kifayah, Hoz-e-Ilimia Qom,Iran)
Sultan-al-Faazal Certificate (Equivalent M.A
Arabic)

Mr. Nazim Hussain
M.A(Arabic), M.Phil (Islamiyat)

Lab Assistants
Mr. Asad Mehmood
B.Sc, B.Ed, M.Sc Phy (In Progress)

Mr. Mushahid Hussain Chughtai
D.B.A, G-1 (Electronics), G-II (Electronics)
Mr. Tanvir Hussain Iqbal Mujaddadi
F.Sc

P.T.Is
Sub. (R) Muhammad Najam, Adv. PT Course / Drill Instructor.
Sub (R) Tariq Mehmood, PT Course
Hav.(R) Abad Hussain, Karate Course
USWA COLLEGE ISLAMABAD
PROSPECTUS

Introduction

1. **Background.** Uswa College Islamabad is a project of Jabir Bin Hayyan Trust. This Trust, established in the name of Father of Chemistry, is a vibrant and effective NGO working in the areas of education, health and poverty alleviation in rural areas of Pakistan. Its major focus area is the field of education. Uswa College Islamabad was established in April 2003. The College is a residential institution affiliated with the Federal Board of Intermediate & Secondary Education Islamabad.

2. **Board of Governors.** The College had been running under the direct control of the Jabbir Bin Hayyan Trust since its establishment in April 2003. The Trust converted the College into an independent and autonomous institution in May 2008 and constituted a Board of Governors for its administrative control. Members of the Board are renowned personalities of repute and integrity who have vast experience in different fields.

3. **The College Campus.** The College Campus is spread over 65 kanals (8 acres) and includes following facilities:-
   
a. Academic Block which houses class rooms as well as physics, chemistry, biology and computer laboratories.
b. Students Hostels.
c. Students Mess.
d. Library.
e. Mosque.
f. Playgrounds for basketball, football, hockey, volleyball, badminton and athletics.
g. Eight bedded dispensary.
h. Water filtration plant.
i. Standby electric generators.
j. Canteen, laundry and barber shop.

4. **Mission.** Mission of the College is to groom boys to adopt successful careers for leadership and service and become enlightened members of pristine Islamic society.
5. **Goals.** In order to fulfill its mission, Uswa College Islamabad has set for itself following goals:

a. Achieving high grades in academics by providing competent faculty and helping students discover and reach their full potential.

b. Ensuring physical fitness through regular sports and physical training.

c. Improving and polishing communication skills and sharpening intellect through debates, discussions, seminars, guest speakers, study tours and quiz programmes etc.

d. **Character Building.** Nurturing the young students to become good human beings and useful members of society is a cherished goal of the College. Utmost efforts are, therefore, made to conduct all activities in a manner which contribute towards achievement of this goal. Conducive environment is provided to inculcate following traits:

   1. Team work, comradeship and spirit of sacrifice.
   2. Honesty, integrity and truthfulness.
   3. Correct and balanced religious orientation based on basic beliefs of Islam and love for humanity.
   4. Service to the country and society.

6. **Level of Education.** Boys are inducted in class VII and after six years stay at the College obtain intermediate level certificate from the Federal Board of Intermediate and Secondary Education Islamabad.

7. **Management and Teaching Faculty.** The College has well qualified and experienced staff. The entire teaching faculty hold masters degree or higher in their respective subjects with proven track record. PTIs are mostly retired Army personnel, well qualified to conduct sports, physical training, drill, gymnastics and martial arts etc.
Admission Policy

8. Classes in which Admission is Given. Regular admission in the College is made in class VII. Limited admissions may be made in class VIII and XI (pre-Medical, pre-Engineering and Computer Sciences, only) subject to availability of seats. No admissions are made in classes 9th, 10th and 2nd year.

9. Terms & Conditions for Admission. Admissions are made according to the schedule, subject to the following conditions:-

   a. The candidates must be between the age of 11 to 13 years, 12 to 14 years and 15 to 17 years for admission in class VII, VIII and XI respectively on 01st April of the year of entry. The candidates should have passed previous class exams. Attested copy of Form ‘B’ should be attached with the Application Form along with original School Leaving Certificate which should bear the date of birth of the candidate and should be stamped and signed by the Head of the Institution. Any tempering with/overwriting on Application Form and School Leaving Certificate or incomplete documents may render the candidate ineligible. The physical appearance of the candidate must correspond with the age mentioned in the Application Form.

   b. The late candidates (whose one year of passing matric and applying for admission in First Year has elapsed) must submit an affidavit stating that the candidate has either not appeared in HSSC Part – I, or is ignoring the previous HSSC Part – I result to reappear as a fresh candidate, in which case he must also submit the cancellation certificate issued by the concerned Board. The candidates belonging to boards other than the Federal Board must submit an NOC/Migration Certificate from their previous Board.

   c. Selection is on the basis of written test in Mathematics, English, Science and Urdu cum Islamiyat for class VII and VIII and English, Urdu, Mathematics/Biology, Physics, Chemistry/Computer for class XI followed by an interview and medical fitness examination.

   d. Applications for appearing in written test are invited on the prescribed form through newspapers advertisement/online announcement and other means of publicity.

   e. Admission of students who pass matric examination from Uswa College Islamabad is not automatic in 1st year but is subject to the following conditions:-
(1) Must have obtained minimum 70% marks in matric.
(2) Must be recommended by College Disciplinary Committee.
(3) Must not have shown continuous poor academic performance during his stay in the College.
(4) Must not have poor fee payment record.

10. **Entry Test**

   a. **Schedule.**
      (1) **7th & 8th.** In March (usually on 23 March).
      (2) **1st Year.** After termination of Matric exams of Federal Board.

   b. **Written test is held at following centers:**

      | Islamabad | Peshawar | Multan |
      |-----------|----------|--------|
      | Gilgit    | Skardu   | Lahore |
      | Karachi   | Parachinar | Quetta |

      **Sobho Dero (Distt. Kahirpur, Sind)**

      **Note:** In case it is not feasible to hold the entrance written test and interview at any one of the Centres mentioned above, the candidates of that Centre shall be asked to appear at another nearby Centre.

   c. **Candidates shortlisted in the written test are interviewed and medically examined.**

11. **Registration Fees.** Every candidate is required to remit a Registration Fee (amount to be announced at the time of admission) with Application Form. It is non-refundable.
Curricular & Co-Curricular Pursuits

Academics

12. **General.** Curriculum of Federal Education Board is adopted as syllabi for classes from class VII to F.Sc. Curricular activities include regular classes in the morning, closely supervised two to three self study periods in the afternoon and evening and examination system.

13. **Examinations.** The College policy with regard to examinations is as under:-

   a. The boys are prepared for the Secondary School Certificate (matriculation) and Intermediate examinations (F.Sc.) conducted by the Federal Board of Intermediate and Secondary Education Islamabad. The schedule of the exams is announced by Board every year.

   b. For internal assessment and monitoring performance trend in academics, terminal tests are held at the end of each term. The Annual Promotion Examinations are held at the end of 3rd term.

   c. Minimum aggregate pass marks in in-house examinations are 60%. Pass marks in individual subjects are 50%.

   d. In case a student obtains 60% or above aggregate marks in annual promotion examination but fails in two subjects or more (less than 50%), he will be detained in the same class or withdrawn from the College. Decision of the College Promotion Committee is final and cannot be challenged.

14. **Parents/Teacher Meeting.** Parents/teachers meetings are held after terminal and annual examinations to discuss the overall progress of students. Exact dates of the meetings are notified in time. Parents or their representative must attend these meetings for benefit of their son/ward.

Co-curricular Activities

15. **General** In order to create awareness, improve general knowledge and broaden mental horizon, following activities are conducted:-

    a. Debates, declamation contests, quizzes and exhibitions.
    b. Motivation to make creative contribution to the annual College Magazine "USWA".
    c. Guest speakers are invited to give talks on important subjects/ issues.
    d. Study tours and picnics (as and if feasible).
    e. Hobbies clubs.
16. **Sports & Physical Training**

a. Robustness and physical health is instrumental in preparing young students for their productive roles in the highly competitive world of today. Based on the notion that a healthy body carries a healthy mind, the College lays great stress on physical training and sports. Drill, physical training and sports are therefore compulsory for students. These are conducted under supervision of well qualified instructors.

b. Sports grounds and gear are available for basketball, volleyball, football, hockey, badminton, athletics, gymnastics, climbing ropes, heaving beams, etc.

17. **Library.** The College attaches great importance to library as an effective tool for acquiring knowledge. The College Library is well equipped and subscribes to daily newspapers and magazines to inculcate reading habit in the students. A fulltime experienced librarian has been employed to ensure upkeep and growth of the library and to guide the students in selection / search of reading material.

18. **Research and Development (R&D) Cell.** The R&D Cell is engaged in literary publications including the College Magazine “USWA” which is published annually and contains articles contributed mainly by students. This Cell occasionally publishes other books also.

19. **College Magazine And News Letter.** The College Magazine “USWA” is published annually in two sections (English and Urdu) and contains articles, essays and poems etc written mostly by the students. Every student is issued a copy on payment. The College News Letter is also published annually which covers the highlights of events of the last academic year.

20. **College Functions**

a. **Annual Parents Day & Prize Distribution.** It is held once a year. The students display their talent through various activities i.e. Parade, PT, gymnastics, Karate and Science & Arts exhibitions. The winner students/Houses of the previous year in various academic and co-curricular activities are awarded prizes by the Chief Guest.

b. Following functions are also held regularly on annual basis:-

   (1) Eid Milad-un-Nabi (SAWW).
   (2) Youm-e-Hussain (A.S.).
   (3) Quaid-e-Azam (A.R.) Day.
   (4) Iqbal (A.R.) Day.
21. **Administrative Structure.** The College is a residential institution where apart from academics, co-curricular, extra curricular activities, living, dining, and discipline etc. are regulated through an administrative structure. There are four Houses for students. i.e Nishtar, Haider, Jinnah, and Jahuar. 7th class students of all four houses are accommodated in a separate building i.e. Iqbal House for specialized handling. Each House has a House Master and an Assistant House Master who are members of teaching faculty. In order to train students in shouldering responsibilities and exercise of authority, there are a number of student appointments i.e.


b. **House Appointments (Each House)** House Prefect, Assistant House Prefect and Room Prefects.

22. **Daily Routine.** The daily routine at the campus caters for wholesome grooming including academics, physical activities, religious obligations and rest/recreation etc. The timing of various activities are set according to the season but a normal working day routine is as under:

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<tr>
<td>a</td>
<td>Fajar Prayer</td>
<td>i</td>
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<td>b</td>
<td>PT</td>
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<td>c</td>
<td>Breakfast</td>
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<td>d</td>
<td>Seven periods of academic classes with a 20 minutes break after first four periods</td>
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<td>e</td>
<td>Prep-2(Second self study period)</td>
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<td>f</td>
<td>Prayers (Zohar, Asr)</td>
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<td>g</td>
<td>Lunch</td>
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<td>h</td>
<td>Rest time</td>
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<tr>
<td>i</td>
<td>Prep-1(First self study period)</td>
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23. **Students' Mess.** The students' Mess is managed under the supervision of a Messing Officer who is a member of the teaching staff. He is assisted by a whole time Mess Supervisor and an Assistant Mess Supervisor. Students are also associated with the management of the Mess through appointment of a Mess Prefect and an Assistant Mess Prefect. One representative from each class is a member of the Mess Committee which meets regularly to draw up the menu and discuss ways and
means of improving messing standard. The Mess Committee meeting is presided over by the Principal. Meals served by the Mess include breakfast, lunch, evening tea and dinner.

24. **Medical Facilities.** The College has an eight bed dispensary. A qualified dispenser provides first aid and treatment for minor ailments/injuries. Casual visits of a doctor are also arranged. In-house treatment and medicines are free of charge. Serious cases are taken to local hospitals and for costly treatment the parents are charged.

25. **Terms and Vacations.** The academic year is divided into three terms which are normally as under:

- **1st Term** ................................................. April to June
- **Summer Vacation** ...................................... July to mid August
- **2nd Term** ................................................ Mid August to December
- **3rd Term** ................................................... January to March

**Note:** Some necessary adjustments, however, may be made owing to Eids or other factors.

### Fee Rules

26. **Fee/Dues**

   a. **Non-Refundable (One Time)**
      (1) Registration and admission fee.
      (2) Development fund.
   
   b. **Refundable (One Time)** – Security deposit.
      It is refunded at the time of leaving the College after clearance of all dues.
   
   c. **Non-Refundable Monthly Fee.** To be paid by 10th of every month in advance.

**Note:** The scale of the fee and other dues mentioned above are fixed in July of each year. The current scale of fee/dues is attached with the Prospectus.

27. **Schedule of Payments.** The College is a self-financing institution. Timely clearance of fee dues is, therefore, essential. The fee dues must be paid by 10th of every month in advance. Thereafter the fine will be charged as under:

- **11th to 25th** ................................. Rs. 50 per day.
- **26th to 10th of next month** .............. Rs. 100 per day.

Name of the defaulter students will be struck off the College roll if fee is not paid up to 10th of the subsequent month. Re-admission fee will be charged if the student is re-admitted.
28. **Fee/Dues Payment Procedure**

a. College does not accept payment of fee/dues in cash. All payments must be deposited through Challan Form direct in any branch of Habib Bank Limited.

b. For new entry, a Challan Form is attached with this prospectus. Parents/guardians must fill in the Challan Form and deposit fee/dues in bank (HBL).

c. Fee/dues Challan Form for regular students is provided to the parents/guardians every month through mail at the given address. In case the Challan Form is not received by the parents/guardians, it can be downloaded from our College website i.e. www.uswacollege.edu.pk.

d. No pocket money should be sent in College account.

29. **Other Expenses.** Policy with regard to other expenses is as follows:-

a. **Free Issue**

(1) Books.

(2) Uniform and sports clothing (initial issue is free, subsequent replacement will be charged).

(3) Bedding, furniture etc. (less quilt for winter).

(4) Sports gear.

(5) Medicines for first aid and minor ailments.

b. Winter clothing items will be issued on payment.

c. Pocket money will be provided by the parents/guardians. This shall be sent directly to the student and not in the College account by any means i.e. on line, cheques, bank drafts, pay orders etc.

30. **Scholarships.** The College makes efforts to arrange financial assistance for those boys who are financially handicapped and show sustained outstanding academic performance i.e. score above 80 percent marks in terminal and annual exams. The amount and duration of such financial assistance depends on the donations received from donor agencies.


Discipline

31. **Visitors.**
   a. Parents/guardians can visit their sons/wards only on the days notified in the College calendar at following timings:
      
      October to March  9:00 a.m. to 4:30 p.m.
      April to September 9:00 a.m. to 6:30 p.m.
   
   b. Students are not allowed to invite their relatives/guests and keep them in any College building.
   
   c. Parents/guests are not allowed to visit dorms/rooms.

32. **Leave.**
   a. Grant of casual leave is the discretion of the Principal. Leave is granted on a written application from parents.
   
   b. Leave other than the holidays authorized by the College will not be granted excepting in very exceptional circumstances. No leave will be granted for attending a wedding except of real brothers and sisters provided there is no important College commitment, and long distance travelling is not involved.
   
   c. In each term, there will be fixed number of week-ends that students can avail. These are notified separately.
   
   d. Only parents/guardians and limited number of close relations whose names are provided to the College at the time of admission shall be allowed to visit the students. The students will be allowed to spend the weekend and leave only with them.
   
   e. Students overstaying leave/weekend without a valid reason will be fined or punished.

33. **Telephone Calls.** Students are not permitted to make telephone calls or receive calls from outside except on Sundays.

34. **Important College Rules.** Students are not permitted to keep the following items in the House:
   
   a. Radios, videogames, electronic appliances, personal computer, TV, mobile telephone.
   
   b. Unauthorized medicines/drugs.
c. Money and valuables.
d. Weapons of any kind.
e. Cigarettes, narcotics in any form.
f. Matches, burners, heaters etc.
g. Undesirable printed material and photographs.
h. Explosive/combustible material.
f. Musical instruments.

35. **Serious Offences.** Students found guilty of the following offences are liable to be withdrawn from the College:

a. Cheating, lying, stealing, gambling and immoral conduct.
b. Willfully damaging College property.
c. Keeping fire arms or knives of large size.
d. Breaking bounds.
e. Rudeness to the staff and seniors. Rude behavior of the students’ parents towards the staff.
f. Absenting from the class and any other College activities without cogent reason.
g. Being habitually unpunctual, untidy and slovenly.
h. Smoking, using or keeping narcotics in any form.
j. Consistently showing poor performance in academics.
k. Using unfair means in tests/examinations.
l. Being guilty of any act of indiscipline/misconduct.

36. **Leaving College Premises without Permission.** No student is allowed to leave College premises without written permission. Despite all possible security measures, if any student leaves the premises/ runs away, the College shall not be responsible for any untoward consequences. Such a student may stand liable to be withdrawn if the Disciplinary Committee so decides.
37. **Leaving College to go Abroad.** Students are not allowed to go aboard, even during vacations/leave, without specific written permission in the form of "No Objection Certificate (NOC)" from the College.

**THE DECISIONS TAKEN BY THE COLLEGE IN ALL DISCIPLINARY CASES ARE FINAL AND CANNOT BE CHALLENGED**

**Miscellaneous**

38. **Journey to College/Home.** It is the responsibility of the parents/guardians to arrange safe journey for their sons/wards for going home and coming back to the College in the beginning and end of breaks/holidays. However, where possible, the College may arrange journey of students in groups on behalf of the parents/guardians.

39. **Accidents/Mishaps.** The College will adopt all possible measures for the safety and security of the students during their stay in the College campus. However, the College shall not be held responsible for any kind of accidents/mishaps causing any kind of physical harm or injury.
Picture Gallery
Parade Entering the Parade Ground

A view of parade on Parents Day
P.T. Display on the Parents Day

A thrill in Gymnastics
Dive through the Fire Ring

A display by Aero-Modeling Club in the Science and Arts Exhibition on Parents Day
House Prefect Nishtar House Receiving champions' Trophy from the Chief Guest

The Principal presenting College Shield to the Chief Guest
Faculty members with the Chief Guest

A picnic trip to Bhurban, Murree
Biology Lab

Chemistry Lab
Physics Lab

Computer Lab
Library

Foot Ball Match
Uswains in Federal Board Finals Basket Ball Tournament

Race during Athletics Meet
Inter House Urdu Debate

Address by the guest speaker, Prof. Jameel Qalandar on Eid Milad-un-Nabi (SAWW)
Students presenting Allama Iqbal’s verses on Iqbal Day

Prof. Dr. Riaz Ahmad, guest speaker on Quaid-e-Azam Day
Inter House Quiz Competition

College Dispensary