



THE UNIVERSITY OF AGRICULTURE, SWAT KHYBER PAKHTUNKHWA PAKISTAN

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registrar@uoas.edu.pk

Dated: 18-07-2026

NOTIFICATION

No. Reg/20th Syndicate/UoAS/124/(A): - The Syndicate in its 20th meeting held on 18-07-2026 vide **Sub Item No. 02 of Item No. 02** approved recommendations of 9th meeting of Academic Council held on 07-07-2026 regarding Regulations for Examination.

The decision of the Syndicate is reproduced as under:

Decision

The Syndicate approved the University of Agriculture Swat Regulations for Examination 2026. (attached as Annex-A).

[Signature]
Deputy Registrar
18/07/2026

Copy to:

1. PS to Vice Chancellor
2. Controller of Examination
3. Syndicate File

**Address: Agriculture Research Institute, Takhtaband, Swat.
Contact No. 0946-811888/0346-9306080**

THE UNIVERSITY OF AGRICULTURE SWAT



EXAMINATIONS REGULATIONS

EXAMINATION REGULATIONS

1. At the beginning of each Academic year, the Directorate of Admissions issues tentative dates of examinations through Academic Calendar.
2. A candidate will not be allowed to take the examination if his registration is incomplete or dues not paid.
3. A candidate will not be allowed to take the examination in a particular subject where his attendance is less than 75%.
4. Secrecy shall notify examinations and is responsible for timely result submission.

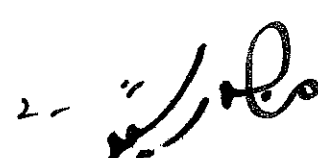
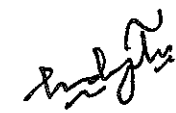
PAPER SETTING

1. The concerned teacher shall set and mark examination paper, however, if a concerned teacher who taught a course is not present at the time of examination, the Chairman/ Head of Department may assign the task to another teacher for making/ marking of papers.
2. The concern teachers should mark papers within 10 days after the successful commencement of exams and submit results along with the scripts to the Examinations Section.
3. The Examinations Section shall compile and notify the results within 20-days after result submission.
4. The Examinations Section shall retain the scripts for maximum upto one year and then hand it over to university main store.

RECHECKING /RE-TOTALING

If a candidate is not satisfied from the marking of having doubt about a part of answer is not marked may apply for the rechecking/retotaling.

1. A committee comprising of three senior teachers from the department will be constitute by the Chairman/ Director/ HoD. The committee shall hear grievances of students. In case the concerned teacher is Chairman/HoD, then Dean of the respective faculty shall act as convener of the committee.
2. Appeal for rechecking/re-totalling of paper(s), with required fee, shall be lodged to the Controller of Examinations within seven days after declaration of results of each semester. The decision of the committee shall be final.
3. The answer sheet of a candidate shall not be re-assessed under any circumstances.

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Re-checking committee appointed shall see that:

- (i). There is no computational mistake in the grand total on the title page of the answer sheet.
 - (ii) The total of various parts of a question has been correctly made at the end of each question.
 - (iii) All totals have been correctly brought forward on the title page of the answer sheet.
 - (iv) No portion of any answer has been left un-marked.
 - (v) Total marks in the answer sheet tally with the marks sheet.
 - (vi) The student or anybody on his behalf has no right to see or examine the answer sheets for any purpose.
 - (vii). The marks of a candidate could even may decrease. In the event of reduction of marks, the record shall be corrected accordingly and revised transcript will be issued.
4. If a student failed or missed examinations, s/he will be allowed to re-appear in the next year session exam, subject to if s/he has completed 75% attendance in that subject and has obtained prior permission for the examination from teacher concerned.
 5. Make-up exam will be allowed to those students only who have missed a single paper (s) or entire examination due to valid reason on producing satisfactory justification by the student.
 6. The Last Chance Test (LCT) for (three papers only) will be arranged for those outgoing students who have completed the degree duration already notified by Director Admission on special Registration Fee deposit in winter Semester with 75% attendance.
 7. (i) Students have to re-appear in (Mid Term, Final and Practical) in a failed subject with next session after submitting make up examination form along with receipt of makeup fee per subject to the Examination Section two weeks prior to the commencement of examinations.
 8. The equivalence of marks, letter grades and grade points shall be as under:

<u>Marks %age</u>	<u>Letter Grade</u>	<u>Grade Point</u>
90-100	A+	4.00
80-89	A	3.67
70-79	B+	3.33
65-69	B	3.00
56-64	C+	2.50
50-55	C	2.00
Below 50	E	0.00

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A student must obtain at least 50% marks each in theory & practical examinations.

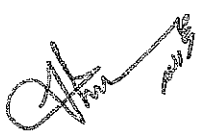
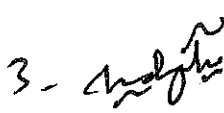
9. Official transcript or Detailed Marks Certificate (DMC) issued by the secrecy will show all courses taken by a student. It will also indicate whether the exam was taken "as a whole" or "in parts" to indicate whether the examinations is taken with or without make-up-test.
10. A student who passes all the prescribed examinations with minimum CGPA of 2.00 and fulfill all other requirements for the degree shall be awarded Degree. However if he/she want to improve his/her CGPA, will be given one chance to repeat only three subjects of his/her choice having 'C' grade with the next year class within the maximum duration of degree program. They will have to submit the examination make up form as per procedure mentioned in 7 (i).
11. Gold Medal shall be awarded to the student who passes all courses of a degree program at the first attempt and secure highest grade point average but not below 3.5 CGPA. If more than one student secure the same CGPA and qualify for the award, then the Gold Medal will be awarded on the basis of higher percentage. If the higher percentage is also same, then the decision will be made on age seniority.
12. Gold medal shall be awarded to the top student at the university level in a session as per decision of University Management Committee; however merit certificates shall be awarded to second and third position holders.

UNFAIR MEANS IN EXAMINATIONS

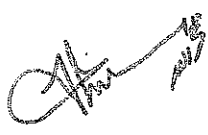
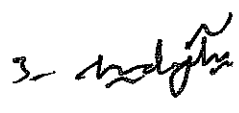
Examinations are required to be conducted in a disciplined manner. Occurrence of indiscipline shall be dealt with the unfair means regulations of the University. Any such means shall be reported to the controller of examinations.

Following are the act of unfair means:

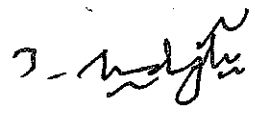
- i. Receives assistance from other candidate/ persons in the Examination
- ii. Gives assistance to another candidate in the Examination
- iii. Copies from any paper, notes, books or any material or allows another candidate to copy from his answer book.
- iv. Removes a leaf or leaves from his answer book
- v. Uses abusive or obscene language in his answer books
- vi. Smuggles an answer book in or out from the examination hall

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- vii. Communicates directly or indirectly with an examiner with the intention of getting to disclose any question or questions set or to be set by him or with the object of influencing him in the award of marks
- viii. Communicates directly or indirectly with the Controller of Examinations or any other official of University with the intention of obtaining any information connected with the examination, wherein such official is bound not to disclose.
- ix. Communicates directly or indirectly with the Superintendent of the examination centre or any other person connected with the supervision of an examination for the purpose of inducing such person to give undue assistance or show undue favor to candidates.
- x. Misbehaves with the Superintendent of the examination centre or any other person connected with the supervision of an examination for the purpose of inducing such person to give undue assistance or show undue favor to candidates.
- xi. If a student in an examination is found to have any cheating material including paper or notes or book, which might possibly be of assistance to him/her in answering any question, s/he shall be liable to have his/her answer book for the concerned subject paper cancelled.
- xii. All electronic gadgets are prohibited in the examination hall. Violators are liable to have their paper cancelled with a fine of Rs. 5000/.
- xiii. If a student refuses to obey the lawful orders of the invigilation staff or the Controller of Examinations or otherwise misbehaves in or around the examination hall, s/he shall be debarred from the examination hall that day and s/he shall further be liable to have his/her answer books for the entire semester cancelled. S/he shall also be debarred from appearing in any examination of the University for the period not exceeding two years, inclusive of the year in which the offence occurred.
- xiv. If the candidate himself/herself commits or attempt to commit the acts mentioned in (i-vi) h/she shall be liable to have only his/her answer book for the subject concerned cancelled.
- xv. If the candidate himself/herself communicates or attempts to communicate directly or indirectly with any of the persons mentioned in clauses (vii-x) with the object mentioned therein, shall be liable to penalties as mentioned in clause XII of UFM.

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- xvi. If a candidate manages/attempts to enter the examination hall by:
- i. Making a false statement in his/her admission registration/renewal form(s).
 - ii. Producing a false document forging another person signature on a document
 - iii. Any candidate allowing impersonation shall be liable to:
 - (a) have his/her answer book for the entire examination cancelled;
 - (b) shall be debarred from appearing in any future examination of University and from admission to any class in the University for a period of three years inclusive of the year in which the offence occurred
 - (c) If the impersonator is on the roll of the University s/he shall be liable to expulsion and to be debarred from admission to any class and from appearing at any examination.
 - (d) If the impersonator is not on the roll of the University but holds a degree or diploma conferred or granted by this University, in case of his/her conviction by a court of law for cheating by impersonation will render himself/herself liable to punishment under section 419 P.P.C. to imprisonment which may extend up to seven years, or fine, or with both.
 - (e) If the impersonator is not on the roll of the University neither holds a degree or diploma conferred or granted by this University, in case of his/her conviction by a court of law for cheating by impersonation will be handed over to police.
- xvii. If a candidate possesses any firearms or anything capable of being used as a weapon in or around the examination centers and assaults or threatens to assault a person engaged in the conduct of an examination:
- a) The Superintendent shall call upon police to debar the candidate from the examination of that day and shall further be liable to have his/her answer books for the entire examination cancelled;
 - b) Shall be debarred from appearing in any examination of the University and from admission to any class in the University for a period not exceeding five years, inclusive of the year in which the offence occurred.

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- xviii. If a person on the rolls of the University supports a student in the commission of any of the offenses mentioned above, s/he shall be liable to the same penalty to which the student.
- xix. If a person on the rolls of the University hinders any University official, the staff on duty of any examination center or any person connected with the conduct of an examination, his/her case shall be dealt with University Discipline Committee of the University.
- xx. If a student or a number of students create disturbance in and outside the examination hall or the place of examination by:
- i. Shouting or resorting to violence so as to disturb the general body of examinees.
 - ii. Inciting examinees to leave their examination and walk out or to adopt some other form of strike, or using violence with a view to preventing examinees from completing their examinations duties.
 - iii. Forcing their entry into a center of examination or forming a procession for going to the center of examination for the purpose mentioned in sub-clause above; any or all of these acts, whether done individually or collectively, shall constitute a serious breach of rules of examination and the student committing these shall be debarred from the examination and expelled from the University for two years upon the decision of UDC.
- xxi. If a student practices any other unfair means related to examination not covered by the above regulations s/he may be awarded penalty warranted by the circumstances of the case, provided that the penalty/fine awarded does not exceed the maximum, laid down in the preceding regulations by the UFM committee.

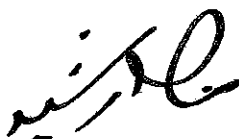
The above mentioned unfair means acts will be referred by the controller of Examinations to the Unfair means cases dealing committee to deal the violators as per penalties mentioned in each clause.

UNFAIR MEANS CASES DEALING COMMITTEE

In order to ensure transparency, fairness, and discipline in university examinations, and to deal effectively with cases of suspected use of unfair means, the Vice Chancellor will constitutes an "Unfair Means Cases Dealing Committee" for a period of three years.

1. The Committee shall comprise three to five members with Controller of Examinations as its Member/Secretary. Each member shall have a single vote. The senior most members shall be Chairman of the Committee, appointed by the Vice Chancellor.

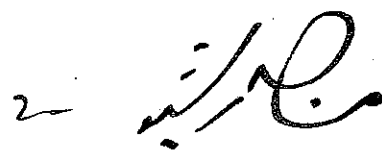
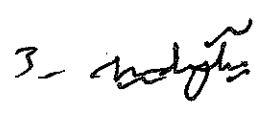
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2. The members of the Committee shall hold office for three years. In case of vacancy among the members, the Vice Chancellor shall appoint another person who shall hold office for the remaining period of the term.
3. In case of difference of opinion among the members, the majority decision shall be regarded as the decision of the Committee.
4. If the entire Committee disagrees over an issue, the case shall be referred to the Vice Chancellor, who shall either decide the case himself or refer it to the Syndicate for its verdict.
5. No penalty shall be imposed on a student unless s/he has been given a reasonable opportunity of showing cause against the action.
6. The committee dealing such cases shall be the Competent Authority to formulate recommendations to the Vice Chancellor for approval.
7. A student may appeal against the decision of the Unfair Means Cases Dealing Committee to the Vice Chancellor within 07 days. The Vice Chancellor may refer the case to the Appellate Committee.

APPELLATE COMMITTEE

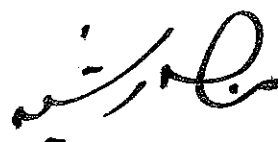
Whereas it is necessary to provide a forum for hearing appeals against the decisions of the Unfair Means Cases Dealing Committee to ensure justice and due process, the Vice Chancellor, in exercise of the powers vested in him, shall constitute the "Appellate Committee" for a period of three years. The committee shall comprise two senior faculty members not below the rank of Professor (BS-21), Director Teaching, Director Advanced Studies & Research, Provost and Controller of Examinations as Secretary. The senior member shall act as its Convener. In case of vacancy among the members, the Vice Chancellor shall appoint another person who shall hold office for the remaining period of the term. The decision of the Appellate Committee shall be final and shall not be challengeable in any court of law except the Supreme Court of Pakistan.

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PERMISSION OF WRITER FOR SPECIAL STUDENTS

In case a student is physically handicapped/visually impaired, s/he may apply to the Chairperson of the respective department (with medical certificate as proof of her/his disability) for permission to engage a writer in Examinations of the University two weeks before the start of Examinations. S/he will be allowed 45 minutes (maximum) extra time to solve the question paper. The qualification of the person who acts as writer of a handicapped student must be at least one step lower than that of the student.

If a student claims that he is unable to write because of an accident, a bonafied medical certificate vetted by the medical board/committee of the university shall be provided by him before the commencement of the examinations.

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