



**MBBS AND BDS STUDENTS RETAKE EXAMINATION**  
**POLICY AND PROCEDURE FOR REMOVAL FROM THE PROGRAM**  
**BAHRIA UNIVERSITY, ISLAMABAD**

**POLICY STATEMENT**

*(Reference: PMC Medical and Dental Undergraduate Education (Admissions, Curriculum and Conduct) Regulations 2021)*

1. University will frame its own regulations for allowing failed students to retake professional examinations and such regulations will be publically notified and made available to the students.
2. A student retaking the exam will not be required to pay to the college tuition fee in addition to the fee paid for the given year. A retake exam fee will be charged by the university.
3. A student who fails to qualify a professional exam maybe offered a retake opportunity in accordance with the rules of the affiliating university subject to;
  - a. The student having qualified the retake and on rejoining their academic class shall be capable of completing the minimum study hours as prescribed under approved PMC curriculum.
  - b. If a student fails the retake offered and is detained and permitted by the university to repeat the academic year, the corresponding vacant seat occurring due to the repeating student shall remain vacant and not be filled through transfer of another student or any other means.
  - c. At all times the total strength of students in the college shall not exceed the gross total seats allocated for all applicable academic years of the program.
4. The college will notify the university (BUHO) and the BUHO will notify the Authority of any student having left or been removed from a program within fifteen days. The student registration with the Authority will stand cancelled on receipt of the information.

**PROCEDURE**

5. Maximum of FOUR chances, availed or un-availed, will be allowed to a student to clear any professional examination.

6. The student, upon request, may be allowed to repeat a year after having failed in a retake of the professional exam. The detained student will be required to pay to the college tuition fee in addition to the retake exam fee for the subject in which he/she desires to repeat.
7. Only retake exam fee will be paid by the students who do not desire to repeat the year in that particular subject.
8. The vacant seat of the detained student will not be filled.
9. Any MBBS or BDS student who fails to clear any professional examination in four chances, availed or un-availed, will not be eligible for continuation of medical and dental studies of MBBS and BDS in the subsequent professional examinations and will be removed from the program.
10. The Principal of the concerned college will forward the complete case of such students to BUHO (HS Dte) for the approval of the Competent Authority. After approval, college will be directed to remove the student after necessary clearance, under intimation to BUHO. Registrar will further notify the Authority (PMC) regarding the student having been removed from a program within fifteen days. The student registration with the Authority will stand cancelled on receipt of such information from the university.
11. This policy and procedure shall be effective with immediate effect for all sessions-2021 and onward.