



Multan Medical and Dental College

MIGRATION/TRANSFER POLICY

1. Purpose

This policy is designed to:

- i. Set out the eligibility, procedure, and documentation for student migration into and out of MMDC, consistent with UHS's centrally administered migration process
- ii. Ensure MMDC's obligations as both a releasing (parent) college and an accepting college are met within UHS's prescribed timelines
- iii. Protect the academic and disciplinary integrity of the migration process

2. Scope

This policy applies to:

- i. MMDC students applying to migrate to another UHS-affiliated private medical or dental college (MMDC as releasing/parent college)
- ii. Students of other UHS-affiliated private medical or dental colleges applying to migrate to MMDC (MMDC as accepting college)

This policy does not apply to migration between the public and private sectors, or between the MBBS and BDS programs, both of which are barred under UHS policy (see Section 5).

3. Eligibility Criteria

A candidate seeking migration must:

- i. Be enrolled in a PM&DC-recognized private medical or dental college
- ii. Have passed the professional examination corresponding to the year into which migration is sought (e.g., migration into Year 3 requires having passed the 2nd Professional examination, and so on)
- iii. For inter-university migration, satisfy the UHS Equivalence/Relevance Committee that their courses and subjects studied/passed are equivalent to those required at the receiving college; a candidate lacking required coursework shall not be eligible to migrate

- iv. For foreign students: have completed at least two years of study, passed the corresponding professional examination(s), and qualified the National Equivalence Board (NEB) examination conducted by PM&DC

4. Merit Calculation for Migration

Merit for migration shall be calculated as follows:

Candidate Category	Weightage
Local students	50% aggregate admission merit + 50% marks in the last professional examination
Foreign students	50% intermediate-level score (HSSC or IBCC equivalence, as applicable) + 50% NEB / UHS Equivalence Examination result

5. Key Restrictions

- No migration is permitted between the public and private sectors
- No migration is permitted between the BDS and MBBS programs
- Migration is permitted only to a college with an available (vacant) seat in the relevant year and program
- No mutual migration (seat-swap) of students shall be allowed
- A student may migrate only once during the entire duration of the academic program; this opportunity, once availed or forfeited, cannot be repeated
- Migration is permanent: a student who accepts a migration offer permanently relinquishes their seat at the releasing college, with no reversion to the parent college under any circumstances

6. Application Process

- Applications shall be submitted through the UHS online migration portal only, within the dates notified by UHS for the relevant academic session
- A non-refundable processing fee, as notified by UHS for that session (e.g., Rs. 12,000 in a recent cycle), shall be deposited in the designated bank account

- iii. UHS shall display a provisional merit list, followed by a final merit list, on the dates notified for that session

7. Documents Required

Applicants shall submit, as prescribed by UHS:

- i. CNIC / Passport
- ii. Recent passport-size photograph
- iii. Attested copies of SSC / HSSC (or equivalent) and MDCAT results
- iv. Professional examination results/transcripts to date
- v. Admission letter and fee receipt from the parent (releasing) college
- vi. No-dues certificate from the parent (releasing) college

8. MMDC's Responsibilities as an Accepting College

- i. The Principal, MMDC, shall be responsible for verifying the original academic records of an incoming migrated student before enrollment; a student shall not be permitted to join without complete record verification
- ii. MMDC shall submit a formal joining report to UHS within seven (7) days of the student reporting, to update UHS's registration records
- iii. The incoming student shall be required to report to MMDC within seven (7) days of the migration offer, bringing verified transcripts, attendance records, internal assessment records, and examination results
- iv. Tuition and other fees at MMDC shall apply to the migrated student from the date of joining, in accordance with MMDC's prevailing Admission Policy fee structure for the relevant year

9. MMDC's Responsibilities as a Releasing (Parent) College

- i. MMDC shall issue a no-dues certificate to a student cleared to migrate out, upon settlement of all outstanding dues
- ii. MMDC shall forward the student's academic transcripts, attendance records, internal assessment records, and examination results to the accepting college upon request
- iii. A student who migrates out of MMDC permanently relinquishes their seat at MMDC; MMDC shall have no obligation to hold or reserve that seat

10. Grievance / Appeal

- i. A student aggrieved by the migration merit list or process may submit a written representation to the Vice Chancellor, UHS, within seven (7) days of the list's issuance, supported by documentary evidence
- ii. No appeal, grievance, or complaint of any nature shall be entertained by UHS after the lapse of this seven (7) day period
- iii. MMDC's Admission Office shall assist a student in preparing and forwarding such a representation to UHS where the grievance relates to MMDC's own records or verification

11. Review and Amendment

As UHS issues a fresh migration notice/schedule for each academic session (which may revise deadlines, the processing fee, and seat availability), this MMDC policy shall be read subject to that notice and shall be updated by the Admission Office at the start of each migration cycle to reflect the UHS notice then in force.

12. Implementation

This policy is applicable to all MBBS and BDS students seeking migration into or out of Multan Medical and Dental College, Multan, with immediate effect from the date of approval by the Principal, and shall remain in force until revised or superseded by a subsequent institutional decision or UHS notification.


Principal
Multan Medical & Dental College,
Multan