



NUST INSTITUTE OF GEOGRAPHICAL INFORMATION SYSTEMS (IGIS)
SCHOOL OF CIVIL & ENVIRONMENTAL ENGINEERING (SCEE)
NATIONAL UNIVERSITY OF SCIENCES & TECHNOLOGY
(NUST) H-12 SECTOR, ISLAMABAD

JOINING INSTRUCTIONS – PG STUDENTS

1. **General.** The postgraduate program in Remote Sensing and Geographical Information Systems will be run at NUST Institute of Geographical Information Systems (IGIS), School of Civil & Environmental Engineering (SCEE), NUST Campus, H-12 Sector, Islamabad from **8 Sep 2025 to 7 Sep 2029**. The schedule of course is as under: -

On Campus Duration (8 Sep 2025 to 8 Mar 2027)

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|----|-----------------|----------|------------------------------|
| a. | Fall Semester | 18 Weeks | (8 Sep 2025 to 4 Jan 2026) |
| b. | Spring Semester | 18 Weeks | (19 Jan 2026 to 24 May 2026) |
| c. | Fall Semester | 18 Weeks | (7 Sep 2026 to 3 Jan 2027) |

Off Campus Duration (7 Mar 2027 to 7 Sep 2029)

- | | | |
|----|--------------------|--------------------------|
| a. | Research Semesters | 7 Mar 2027 to 7 Sep 2029 |
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2. **Aim.** To impart requisite postgraduate Remote Sensing and GIS knowledge and practical training to students at the National University of Sciences and Technology (NUST).

3. **Scope.** The Postgraduate Programs are based on academic and research requirements as prescribed by NUST Statutes/ Policies. The MS programme is of 30 credit hours, which includes 24 credit hours of course work and 6 credit hours of thesis/research work.

4. **Course Work.** Course work constitutes of 24 credit hours incorporating eight subjects of 3 credit hours each. These will be taught in the form of lectures, presentations, discussions, practicals, seminars, etc. The concerned faculty will allocate Office Hours for clarification of doubts and for discussion with the respective student on individual basis for the formulation of research proposals as well as preliminary working on the thesis research/ term projects. Lab based research will be conducted in laboratory / on site, under supervision of the concerned faculty and laboratory staff.

5. **Registration.** On joining, all students will be registered with NUST and allotted a registration number.

6. **Conferment.** On successful completion, students will be awarded MS Degree in respective disciplines by NUST.

7. **Individual Research Work**. Each student will select a thesis topic for individual research before the start of third semester. The research work is of 6 credit hours. For in time completion of research, student will carry out literature study related to topic during the academic semester so that the thesis topic is finalized as soon as the research semester starts. On completion of thesis, student will defend and submit his research work.

8. **Training Facilities Available at the Campus**.

The Institute offers following facilities: -

a. **Library** A purpose-built spacious library is located within the building for the students. Library has variety of relevant books on Geoinformatics, Remote Sensing & GIS, computer, history, Islam, and other general topics in both hard and soft form. In addition, latest books, journals, and magazines are purchased on regular basis to supplement the resources already held.

Access to National and International Databases. Line and wireless internet facility is available in the library to access SCEE Library and other HEC E-Database. Access to various online research related databases is also available.

b. **Computer Labs** Well-equipped computer labs are available to the students. Latest, state of the art computers and software are available for academic and research work. Internet facility is available throughout the campus in the form of LAN and WAN.

c. **Training Aids** Multi-media, view graphs, slide projector, digital cameras, etc.; are available in the classrooms.

d. **Stationery** Students can purchase stationery from campus stationary shops.

Joining Procedure

9. **Arrival**

a. All Students are advised to reach SCEE (IGIS) on **8 Sep 2025 at 1400 hrs** for submission of required documents.

b. Hostel facility will be available for **Female students only** and **NO hostel seats are available for national (Pakistani) PG/PhD Male students**. Female students will ask NUST Administration Directorate in writing regarding their requirement of on campus hostel or family accommodation.

10. **Documentation**

a. All Students should bring following documents and submit at IGIS on **8 Sep 2025 (Monday) at 1400 hours: -**

- (1) *Original Documents (SSC, HSSC, BE Degree and BE Transcript) along with 02x set of photocopies duly attested. (Keep photocopies/scanned copies of your documents for your personal record and subsequent use as your original documents will be retained by the Institute).
- (2) Two (2) copies of CNIC.
- (3) One (1) copy of GAT (General) Result Score Card
- (4) Medical fitness certificate along with blood group from a registered medical practitioner.
- (5) Original NUST Selection Letter.
- (6) Four (4) passport size and two (2) 1”x1” photographs.
- (7) Student proforma duly completed (attached as Annx A & B).
- (8) Undertaking on Rs. 20/- stamp paper (attached as Annx C).

****Note: Terminal degree completion date must be before 8 Sep 2025.***

Additional for Military Students

- (1) Service Identity Card.
- (2) Military Students - AB-439 duly completed (all record must be updated including leave) and three copies of service particular proforma (PAFZ-2041).
- (3) Nominal roll.

b. NUST identity card will be issued to the students upon joining.

Administration

11. **Boarding/ Lodging NUST Students**

- a. **Female students interested** in hostel accommodation should contact the hostel branch at Administration Block.
- b. Students shall bring their own bedding and are required to pay room charges as per NUST policy.

12. **Dress** Students are required to wear decent dress keeping in view the cultural values. No Chappals of any type including Peshawari Chappal is allowed in the Institute. (*Dress code mentioned in Student Handbook*)

13. **Working Days / Office Time** University functions Monday to Friday with office timing from 0900 hours to 1700 hours. **Evening classes are held for PG programs generally 3-5 times a week from 1700 hours to 2100 hours.**

14. **Medical Facilities.** Medical facilities are also available on campus through NUST Medical Centre / Medical Insurance.
15. **Leave.** There is no concept of granting leave. Student has to maintain mandatory 75% attendance in all cases. Student with less than 75% attendance shall not be permitted to take final exam and will be awarded “XF” grade (shortage of attendance).
16. Handbook for Postgraduate Students containing general information of the University, academic schedule, rules/regulation and NUST Code of Conduct is available on link: - <https://nust.edu.pk/downloads/student-handbooks/>
17. **On Campus Bank**
Habib Bank Limited, NUST Branch, H-12 Sector, Islamabad, Pakistan
(Tel No: 9085-1590 and 9085-1593)
18. **Postal Arrangements.** All incoming private mail will be placed at the Reception Office next to the main entrance of the building. Registered letters will be handed over personally. Postal address will be as follow: -
Student's name
MS Remote Sensing & GIS – Session 2025
NUST Institute of Geographical Information Systems (IGIS)
National University of Sciences & Technology (NUST)
H-12 Sector, Islamabad
- Note:** - Post Office facility is also available at NUST Campus in Administration building.
19. **Important Notice for Parents**
- a. Under the provision of Para 33 (a) Chapter V of NUST Statues/ Regulations, a student shall **Not be allowed** to appear in the final examination of a subject in which attendance is less than 75%, and shall be awarded “XF” grade in that subject. The “XF” grade so obtained shall only be cleared by repetition of the course whenever offered.
- b. An online system, Campus Management System (QALAM) – a portal for interaction between faculty and students is being used for sharing course contents, maintaining students’ attendance, grading etc. Students will be given a username and password for accessing the portal. Parents can use the QALAM credentials of their ward for checking the attendance status online any time during the semester.
20. **Contact Persons - IGIS**
- a. Program Coord PG: Ms. Alvina Anjum
Office: 051-9085-4495

b. Academic Branch (PG): Office: 051-9085-4425 (Kashif Ali)

Date: 21 Aug 2025

Program Coord (PG)
(Ms. Alvina Anjum)