



## Vision

Cadet College Muzaffarbad, a leadership nursery, is poised to be among the top cadet colleges of Pakistan. It aims at fostering an exemplary learning culture, focusing on the concept of 'whole man', by promoting scientific minds, breadth of outlook, intellectual acumen and strength of character among the cadets, in order to help them become competent, upright, disciplined and patriotic citizens.

## Mission

Preparing competent, skilled and productive citizens, who should be:

- Physically fit
- Intellectually sound
- Socially correct
- Morally upright &
- Have positive mind-set



# Prospectus

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**“Do something great  
so that you should be  
honored by the world. ”**

کسبِ کمال کُن کہ عزیزِ جہاں شوی



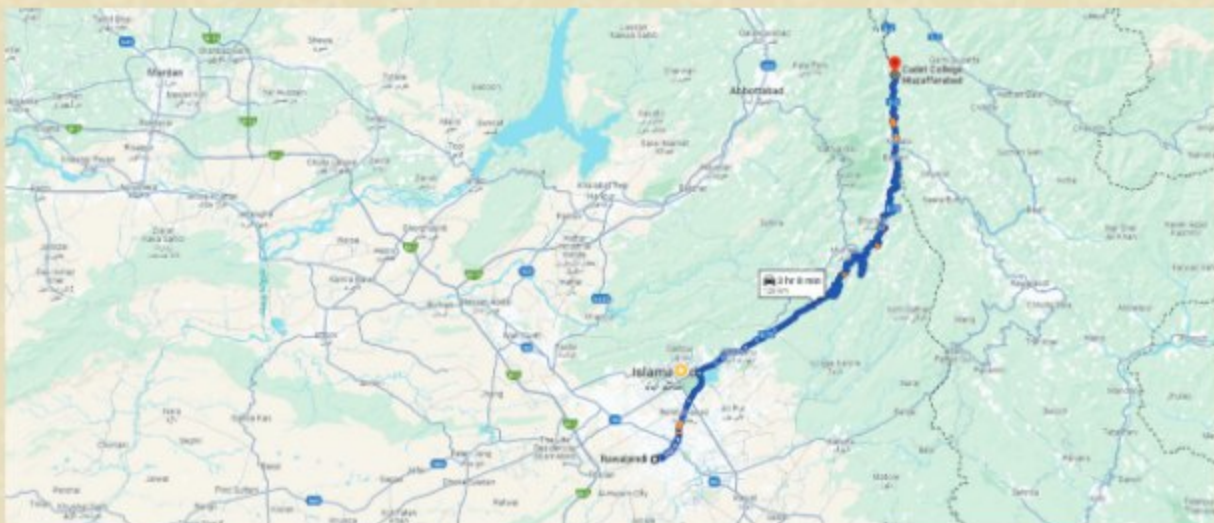


## LOCATION

Cadet College Muzaffarabad is situated amidst beautiful natural surroundings about 120 km from federal capital, Islamabad. Muzaffarabad is the Capital City of AJ&K. From Islamabad/Rawalpindi the road passes through Murree and Kohala. Muzaffarabad City is also connected with KPK via Mansehra-Abbotabad Road.



## GUIDE MAP







## THE COLLEGE CAMPUS

The College is spread over an area of about 409 Kanals. The campus comprises of Academic Block, Auditorium, Mosque, Library, Administration Block, Bachelors Hostel, Officers Mess and Cafeteria. The College also have five Cadet Hostels named Jinnah, Iqbal, Khalid Bin Waleed, Ghazi (on the name of Ghazi-e-Milat Sardar Muhammad Ibrahim Khan the founder President of Azad Jammu & Kashmir) and Saif (on the name of Naik Saif Ali Janjua Shaheed Nishan-e-Haider). In addition, the College campus has residential accommodations for the staff. There are several playgrounds in the College for outdoor games which include hockey, football, volleyball, cricket and an athletic track.

## ACADEMIC BLOCK



## AIM

To prepare the youth of the nation to shoulder the most challenging task at the national level while performing their duties in various streams of nation building institutions including the armed forces.





## OBJECTIVES

The objectives are as follows:-

- a. To focus the energies on character building of the upcoming generation employing all available means.
- b. To foster quality of initiative and drive.
- c. To foster moral values and mutual harmony among the Cadets for national cohesion.
- d. To foster physical and mental endurance that would help them taking physical and mental pressure in the face of all kinds of danger.
- e. To equip them with the sound knowledge and enlightened trends of modern era and prepare them to compete in academic field both nationally and internationally.
- f. To enable them to face the 21<sup>st</sup> century challenges.

## BOARD OF GOVERNORS

For efficient management, the College is governed by the Board of Governors which comprises of the following.

- |    |  |                  |
|----|--|------------------|
| a. | Prime Minister, Azad Govt. of the State of Jammu & Kashmir                 | <b>Chairman</b>  |
| b. | Minister Higher Education, Azad Govt. of the State of Jammu & Kashmir      | <b>Member</b>    |
| c. | Member Legislative Assembly, LA-31 Muzaffarabad 5                          | <b>Member</b>    |
| d. | The Chief Secretary, Azad Govt. of the State of Jammu & Kashmir            | <b>Member</b>    |
| e. | GOC 12 Division or his nominee   | <b>Member</b>    |
| f. | The Secretary Finance, Azad Govt. of the State of Jammu & Kashmir          | <b>Member</b>    |
| g. | The Secretary Higher Education, Azad Govt. of the State of Jammu & Kashmir | <b>Member</b>    |
| h. | Principal Cadet College Muzaffarabad                                       | <b>Secretary</b> |





## EXECUTIVE COMMITTEE

To advise the Board of Governors for effective administration, the following constitute the Executive Committee:-

- |           |  |                  |
|-----------|--|------------------|
| <b>a.</b> | The Chief Secretary, Azad Govt. of the State of Jammu & Kashmir            | <b>Chairman</b>  |
| <b>b.</b> | The Joint Secretary, Ministry of KA&GB Govt. of Pakistan                   | <b>Member</b>    |
| <b>c.</b> | The Secretary Finance, Azad Govt. of the State of Jammu & Kashmir          | <b>Member</b>    |
| <b>d.</b> | The Secretary Higher Education, Azad Govt. of the State of Jammu & Kashmir | <b>Member</b>    |
| <b>e.</b> | Principal Cadet College Muzaffarabad Member/ Secretary                     | <b>Secretary</b> |







## STAFF

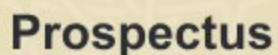
The college has academic and administrative faculties.

The academic staff consists of qualified Assistant Professors, Lecturers and is assisted by an Adjutant with a number of NCOs from Pakistan Army. The administrative staff includes the following:-

- a. Admin Officer
- b. Medical Officer
- c. Adjutant
- d. Accounts Officer

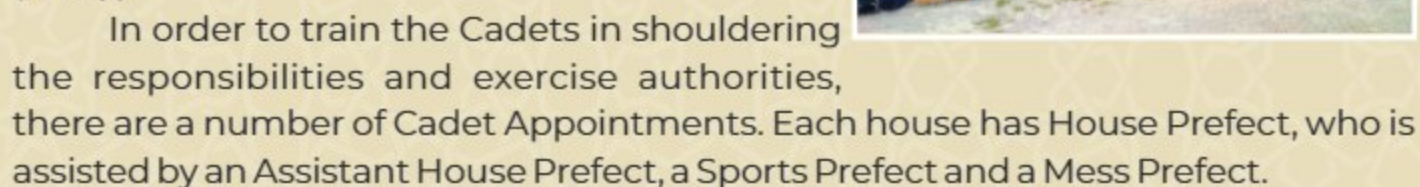






## HOUSE SYSTEM

Cadet College Muzaffarabad is a residential institution. Cadets are accommodated in the Hostels called "Houses". A house organizes its own social functions, excursions, preps, indoor and outdoor games and sports. Each house is under the charge of a House Master who is assisted by an Assistant House Master, House Tutors and One Non Commissioned Officer (Army).



## CADET HOSTEL







## CADETS' MESS

Cadet College Muzaffarabad has a spacious Cadets' Mess in each House. The mess is run under the supervision of a Messing Officer, Caterer and Assistant Caterer. Cadets are also associated with the Management of the mess. One representative from each class is the member of Mess Committee, which meets regularly to draw the menu and ways and means of improving the messing standards. The Mess Committee is presided over by the Principal. Meals include Breakfast, Tea Break, Lunch and Dinner. These Meals are wholesome and balanced. Sick Cadets are supplied food as prescribed by the Medical Officer.



## MEDICAL FACILITIES

The College Medical Centre has a medical ward for the Cadets. The College has an authorized Medical Officer (MBBS). All minor ailments are treated at the Medical Centre, but for specialized treatment in case of serious illness/injury, the cadet is referred to Combined Military Hospital Muzaffarabad, AIMS and M.H Rawalpindi according to the entitlement of the cadets' parents. Medical charges, etc. if any, on medical treatment outside the College are charged from the Cadets.

To immunize against epidemics, vaccinations and inoculations are carried out periodically. Cadets are weighed, measured and medically checked up periodically and proper health record is maintained.





## MUJAHID-E-AWAL LIBRARY

The library of the Cadet College Muzaffarabad, named after the former Prime Minister and President of Azad State of Jammu & Kashmir, Sardar Muhammad Abdul Qayyum Khan (Late), also known as Mujahid-i-Awwal, (the first noble warrior), who remained President of All Jammu & Kashmir Muslim Conference for over 20 years.



Mujahid-i-awwal library is situated in the premises of Cadet College Muzaffarabad, beside Haider Khan Auditorium. The library consists of a beautifully lit and well-ventilated spacious hall. The library has one reading room, adjoining the main hall. There are sufficient chairs and tables in the main hall. The cadets can sit and prepare their own notes and take them to houses for use. It is a well-planned library with separate sections for books on each subject. Stands for newspapers and journals are also available in the main hall. Cadets can go there in their free time and refresh their knowledge on current affairs.

More than 1200 books concerning all most all walks of life, like philosophy, fine arts, religion, science, general knowledge, dictionaries and encyclopedia are available in the library. Besides these 1200, books, more than 300,000 (three hundred thousand) digital books are also available on a single click, as there is internet facility available in the library.

## DIGITAL LIBRARY

The Digital Library at Cadet College Muzaffarabad is a treasure trove of knowledge, boasting an impressive collection of over 300,000 e-books. This vast digital repository provides cadets and faculty with instant access to a wealth of information, covering a wide range of subjects and topics. From classic literature to cutting-edge research, our digital library is a hub of learning and exploration, empowering users to expand their minds and broaden their horizons.







The Digital Library is an invaluable resource for academic and personal growth, fostering a culture of curiosity and lifelong learning.

## COMPUTER LAB

Cadet College Muzaffarabad is developing state of the art IT infrastructure. Our Computer Lab is equipped with latest computers along with printer, scanners, multimedia equipment and networking. All work stations have the latest and the most sophisticated software installed providing connectivity for 24 hours.

## EXECUTIVE COMMITTEE

Admissions to the College are granted in Class-VIII once a year according to the schedule and is subject to the conditions given below:-

### Age & Qualification

The candidates for the admissions must:-

- (1) Not be under 12 years and over 14 years of age on 1<sup>st</sup> April of the year of entry. No relaxation in age limit is permitted.
- (2) Concur to the physical appearance of the age limit specified above.
- (3) Have Passed Class –VII by March of the year of entry.

### Cadets

Admission to this College is made in Class-VIII through an entrance examination once in a year. The classes starts in 2<sup>nd</sup> week of April of the year of entry. A total of 60 cadets are inducted every year.

### Distributions of Seats

Sr.No.	Distribution	Seats
(1)	Open Merit	02
(2)	Federal (All Provinces)	04
(3)	Open Merit within AJ&K	42
(4)	Refugees (Settled in Pakistan(1947=3 & 1989=2)	05
(5)	Wards of Shuhada	02
(6)	Gilgit Baltistan	02
(7)	Special Seats District Muzaffarabad (on merit)	01
(8)	Special Seats for LOC (Leepa and Kel)	02
	<b>Total</b>	<b>60</b>





## Written Test/ Interview / Medical Examination

- (1) The candidates will be given written test in Mathematics, English, Urdu and Islamiat.  
Mathematics Paper may be taken either in Urdu or in English. Use of Calculator is prohibited in the Mathematics Paper.
- (2) Urdu and Islamiat Papers are compulsory and no alternative subject is allowed. However, the non-Muslim candidates may leave the Islamiat Paper.
- (3) The syllabi for the Admission Test is given at College website. The admission to the College is through a competitive examination. The syllabi given in the prospectus are meant for the general guidance of the candidates and any question considered suitable can be set in any paper in any form.
- (4) The candidates who qualify the written test, will be called for interview, and shall also undergo a medical examination by the College Medical Officer. Only those candidates, who qualify written Test / interview and are found medically fit, will be considered for the admission.

### Note:

Results are strictly confidential and no correspondence will be entertained in this connection and it cannot be challenged anywhere. Result, Marked Papers and Merit List will not be shown/ provided to anyone.

## Examination Centre:

- (1) Written Test: College Campus
- (2) Interview/Medical: College Campus.

## Application Form:

The Application form for the admission is given at the Appendix "B". It is to be accompanied by an Address Slip at Appendix "C". The details regarding the submission of the application forms are advertised every year in the leading English and Urdu Newspapers.

Roll number slips are sent to all the eligible candidates within a reasonable period after receipt of applications.





### Announcement of Selected Candidates:

After the finalization of results, the selected candidates would be informed through a Call Letter along with the joining Instructions.

### Confirmation of Admissions:

After receiving the Call Letter, the parents/ guardians must confirm whether his/her son/ward would be joining the College or otherwise. If the confirmation is not received within 15 days of issuance of Call Letter, the claims of selected candidates will no more entertained and the next candidate as per the waiting list would be called in his place accordingly.

### UNIFORM, CLOTHING & STATIONERY

A complete list of items of uniform, clothing and stationery, to be brought by a Cadet, will be sent to the parents along with the joining instructions. Arrangement will be made to provide the items of uniform of approved pattern form the College Tailoring / Book Shop on payment.

### RECEPTION OF NEW ARRIVALS

We wish to accord warm welcome to fresh arrivals and show due courtesy to parents and visitors. The fresh arrivals will be directed by the Main Gate (after entering necessary details in the register) to parking area and the parents along with the Cadet will walk to the Reception, where they will be received by the Vice Principal/ House Master/Duty Officers who will keep a list of all the reporting Cadets along with record of their designated accommodation/ House. The Senior House Master/Duty Officer will collect the Joining Letter and direct the House / Duty Bearer to take the baggage,







etc. of the Cadet to his designated House, while the admission formalities will be completed by the Head Clerk.

## APTITUDE AND ADJUSTMENT

Parents are advised to prepare their son mentally to be able to go through the tough routine, physical and education involvement expected for the life at a Cadet College. Parents/ Guardians must educate their sons/ wards to adapt themselves to all the conditions at the College.

## COURSES OFFERED AND EXAMINATION

Courses Offered: The following courses are being offered:-

### **Matriculation/ Secondary School Certificate.**

- Science Group: English, Urdu, Islamiyat, Pakistan Studies, Mathematics, Physics, Biology and Chemistry.
- Computer Group: English, Urdu, Islamiyat, Pakistan Studies, Mathematics, Physics, Biology and Computer.

### **Intermediate Course (Pre-Medical):**

- English, Urdu, Islamiyat, Pakistan Studies, Physics, Chemistry and Biology.

### **Intermediate Course (Pre-Engineering):**

- English, Urdu, Islamiyat, Pakistan Studies, Physics, Chemistry and Mathematics.

### **Intermediate Course (Computer Science):**

- English, Urdu, Islamiyat, Pakistan Studies, Physics, Chemistry and Computer Science.

## EXAMINATIONS

Examination Procedure is as follows:

- a. Cadets are prepared for the Secondary School Certificate (Matric) and Higher Secondary School Certificate (HSSC) conducted by the Board of Intermediate and Secondary Education Mirpur Azad Kashmir.
- b. The promotion from the school to College classes is not automatic. Admission to class first year depends upon the cadets' result in the matriculation examination and his conduct. The authority to decide





whether a cadet is fit for admission to Class XI (Pre-Engineering or Pre-Medical & Computer Group), rests entirely with the Principal.

- c. For the internal assessment of the Cadets, monthly and term tests are conducted during the entire Academic Year. Cadets are generally examined from the course during the monthly and term. The cadets failing in the annual board examination are detained in the same class. Those cadets who fail in the same Class for the second time shall be withdrawn from the College on academic grounds.

## METHODS AND METHODOLOGY

Training of Cadets at this very young age is a highly specialized job, entirely different from that of grown ups. These youngsters are more inquisitive and curious. They strive to know and learn every new idea. They are full of energy and ever restless, like birds. It is, therefore, inappropriate to keep them tied up for long. To cater with this aspect of children's psychology, the institution has derived an educational system involving Cadet's active participation in indoor and outdoor activities in a very interesting manner.

## CADETS EVALUATION

Cadets' evaluation or assessment is carried out through a multifaceted system of evaluation. A case study chart of each student is maintained where in all kinds of positive and negative observations on green, yellow and red slips respectively, together with his academic attainments, are kept. The overall standing is determined on the basis of performance in the following areas:-

- a. Educational Results
- b. Character Traits
- c. Co-curricular Activities

## PROGRESS REPORT

The pace of the students' progress is closely monitored and frequent interaction with the parents is maintained throughout the year. However, results of the terminal examinations are formally communicated to the parents.





# Prospectus

Besides a comprehensive report depicting the students' educational results, personality traits and co-curricular activities are forwarded to the parents at the end of the academic year.

## AWARDS

On successful completion of the prescribed course of studies, cadets are promoted to the next class at the end of the academic year. The cadets attaining top positions are awarded with prizes and merit certificates.

## SCHOLARSHIPS

Scholarships are awarded to the cadets on merit who attain positions in the Board in SSC Examination.

## ATTENDANCE

Cadets are required to be regular and punctual. A cadet with less than 90% attendance in class lectures and laboratory work in a class, for whatever reasons, shall not be allowed to take the final examination for the class, and the cadets will have to repeat the class.

## ACADEMIC STANDARDS

In the true spirit of the term system, cadets are required to maintain minimum grade average throughout the programme. Cadets must maintain a score of minimum 70% in term exams. Students scoring less than above mentioned would be detained in the same class.

## NATIONAL DAY CELEBRATIONS

To inculcate a sense of patriotism and national feelings, the College organizes functions on national days such as Pakistan Day, Defence Day, etc.





## IDEOLOGICAL ORIENTATION

Special emphasis is laid on the ideological orientation of the students and concerted effort will be made to inculcate national spirit among them. This objective will be the guiding principle behind all educational programming and training.

## GUEST SPEAKERS/TEACHERS WORKSHOPS

The College invites different dignitaries on special days to enlighten the cadets about current and national affairs. As basic aim of the College is to prepare the Cadets for armed forces, teams from ISSB are invited to visit the College to motivate them to achieve this goal. The College also invites educationists/scholars for teachers' training workshops. These workshops further improve the teaching skills of the faculty members.

## MORNING ASSEMBLY

To build the Personality of the Cadets, the College arranges assembly sessions thrice a week, where students deliver speeches in English/Urdu.

## LEADERSHIP TRAINING

Along with quality education, Cadet College Muzaffarabad emphasizes leadership training and character building. To achieve this objective following is done:

- a. Proctorial System; An elaborate proctorial system is fully geared to introduce the students the art of leadership and to orientate their character for further leadership rules.







**b. Guidance and Counseling Cell:** Cadets are counselled and guided by a qualified visiting psychologist. Its aim is to gain deeper insight into the behaviour of cadets for their wholesome growth and better adjustment, not only in the army, but also in society. Counselling and guidance make invaluable contribution towards preparing cadets for their ultimate goals as leaders.

**c.** Weekly lectures by the Principal on the issues of national interest.

## GAMES, PHYSICAL TRAINING & DRILL

Daily morning PT/Drill and afternoon games are compulsory for all cadets.

## CLUB ACTIVITIES

The College runs different clubs in order to give the cadets an opportunity to show their natural abilities and skills. These club activities are held on every Friday evening. Cadets have a choice to join any one of the following:-

- a. Debate Club
- b. Drama Club
- c. Literary Society
- d. Riding Club
- e. PT Club
- f. Gymnastics Club

## RELIGIOUS INSTRUCTIONS

The essentials of religion are taught at the College. Islamiyat is a compulsory subject. The prayers in the College Mosque supplement the religious education in the classroom. Observance of fast in the month of Ramzan and holding of Functions on the days of religious significance are also practised. In addition, the morning assembly begins with the recitation of the verses from the Holy Quran followed by translations.







## OUTDOOR ACTIVITIES

A programme is arranged to provide the opportunity to the cadets to experience the thrill of outdoor life by hiking, shooting, mountaineering and scouting.

## INTER- HOUSE COMPETITIONS

Inter-House competitions are held in various games, which include Cricket, Hockey, Basketball, Football, Volleyball, Table Tennis, Badminton, etc, as well as in academics, eg. Qirat, Debates Cleanliness and House Admin Efficiency. Separate shields and trophies are awarded to the house that wins competition. The Prime Minister AJ&K Shield is awarded to the overall Champion House on Annual Parents' Day.







## TERM BREAKS & HOLIDAYS

Academic activities including leaves are chalked out for the entire year before the commencement of academic year and copies are provided to all concerned including parents. The academic year is divided into three terms which are following:-

- a. 1<sup>st</sup> Term: April to June
- b. 2<sup>nd</sup> Term: July to September
- c. 3<sup>rd</sup> Term: October to December

The College remains closed for summer vacation for one and a half month at the end of 1<sup>st</sup> Term and for winter vacation (Two Weeks approximately) on termination of 3<sup>rd</sup> Term.

## LEAVE POLICY

Leave of the cadets other than the holidays authorized by the College will not be granted except in very exceptional circumstance of genuine nature. No leave will be granted for attending a wedding except the wedding of real brother/ sister. The leave in such a case will not exceed 3 (three) days including the Sunday.

## WEEKEND LEAVE

For every term there will be a fixed number of weekends leave that cadets will avail. Parents/Guardians are required to forward the following information to the House Master regarding their sons/wards at the beginning of each term:

- a. Where would they like their sons/wards to spend their weekend?
- b. The name and address of the relative/friend with whom the cadet will spend the weekend.

The cadets overstaying the leave without any valid reason, will be fined and punished. The cadets will be withdrawn from the College in case overstay exceeds 10 days.





## JOURNEY TO COLLEGE/HOME

It will be the responsibility of the Parents/Guardians to arrange safe journey of their sons/wards for going home and coming back to the College at the beginning and at the end of weekends/Holidays.

## PARENTS' COOPERATION

The educational progress of a student depends upon continuity in instructional work. So the parents/ guardians are required to cooperate with the College authorities and see that their sons do not miss the classes. They should ensure that the cadets return to the College in time on its reopening after holidays/vacations.

Parents are required to arrange their family functions during vacation/long leave.

It is the responsibility of Parents/Guardians to arrange collection of their sons when College closes for vacation/holidays and send them back when it reopens.







## SCHEDULE OF FEE

The comprehensive details pertaining to the tuition fees and associated costs will be provided in the Admission form attached with the prospectus to ensure that prospective students and their families receive the most up-to-date and accurate information regarding the financial commitment required for their educational journey.

## PROCEDURE FOR PAYMENT OF COLLEGE DUES

The procedure is as follows:-

- a. College dues may be remitted in full through a Bank Draft in favour of Principal Cadet College Muzaffarabad "Payee's Account Only" preferably drawn on Habib Bank (Ltd) Branch Chatter Kallas Muzaffarabad (A.K). No cash or cheque will be accepted.
- b. When remitting the College dues, full name and Roll No of your son/ward should be stated in the covering letter.
- c. This will facilitate a quick acknowledgment of the receipt of the dues.
- d. Due date for the payment of dues is up to 20<sup>th</sup> of the month in which a term begins.
- e. Incomplete Admission Forms/ Received after due date shall not be entertained.

## LATE PAYMENT OF COLLEGE DUES

If College dues are not paid by the due date, a penalty for the late payment is imposed as under:

- a. **Rs.100/-** per day for first 10 days.
- b. **Rs.200/-** Per day for next 10 days.
- c. Name of the cadtes is struck off from the College rolls if dues are not received within 20 days of the due date.
- d. Re-admission, if approved, is granted on payment of **Rs.100,000/-** in addition to the above penalty.
- e. Rates of fee for all categories are revisable from time to time.
- f. Fee bills are issued to parents/guardians at least one week before the date of payment. It is their responsibility to remember the date of payment in case





they do not receive the bills.

- g.** The fee paid by candidates is non-refundable once submitted.
- h.** The security fee will only be given back when cadets get clearance from all concerned departments after completing their studies.
- i.** Cadets will have to pay the fee for each quarter of the academic year.
- j.** For second-year students, the fee for the last quarter of the year must be paid in full, even if they attend the college for only one month of that quarter.

## SYLLABUS FOR ENTRY TEST

Aspiring candidates will be required to undertake a comprehensive Entrance Examination spanning 300 marks. The examination will assess the following subjects: Mathematics (100 marks), Science (100 marks), English (50 marks), Urdu (40 marks), and Islamic Studies (10 marks). The recommended syllabus for preparation is the AJK Textbook Board curriculum. Furthermore, a detailed syllabus outline and past examination papers are readily available on our College website ([www.ccm.edu.pk](http://www.ccm.edu.pk)) to aid students in their preparation endeavors.

Moreover, the syllabus for Entry Test in F.Sc.( 1<sup>st</sup> Year, on limited seats) can be viewed / downloaded by visiting college official website .

## CONDUCT AND DISCIPLINE

The College Rules have been specified to put greater emphasis on common sense, consideration and self-discipline. The College aims at giving the Cadets maximum freedom which depends on respecting and observing a code of conduct having positive effect on the society in which an individual lives and works.

The candidate seeking admission at the College must bear good conduct and behavior and will be accepted on clear understanding that the 1<sup>st</sup> term will be probationary one and that he will have to leave the institution at any time if the Principal is of the opinion that his conduct, attention to work or progress is unsatisfactory.





## COLLEGE RULES

The Principal has full authority to fine, punish or ask any cadet to leave the College if at any time he feels that the cadet's stay in College is not in the interest of the cadet himself or the institution. The decisions taken by the Principal in all disciplinary cases are final and cannot be challenged anywhere.

Cadets are not permitted to keep the following in the Houses:

- a. Transistor, Video games and electric appliances, personal computers, wireless, radio, T.V set, Walkman, mobile phone, or any portable device etc.
- b. Unauthorized medicine/drugs.
- c. Valuable and money more than **Rs. 1000/-**
- d. Weapons of any kind.
- e. Cigarettes, Narcotics in any form.
- f. Matchboxes, Burners, Heaters, etc
- g. Undesirable Printed Material
- h. Explosives/Combustible Material
- j. Musical Instruments.

The violation of the following important rules can result in expulsion of a cadet from the College, with or without warning. The violation means:

- a. Cheating, lying, stealing, gambling and immoral conduct.
- b. Wilfully and deliberately damaging the College Property.
- c. Keeping fire-arms or knives, etc.
- d. Breaking bounds.
- e. Rudeness to the staff and seniors. Rude behaviour of a cadet's parents towards the staff.
- f. Remaining absent from the class and any other College activity without proper cause and prior permission.
- g. Being habitually unpunctual, untidy and slovenly.
- h. Smoking, use of narcotics in any form.
- j. Consistently showing a poor performance in academics.
- k. Use of unfair means in a test/examination, even assisting others in it.
- l. Guilty of any act of indiscipline/misconduct.

The decisions taken by the Principal in disciplinary cases are final and can not be challenged anywhere.





## UNIFORM

While in College, cadets have to be in the prescribed dress. They are not permitted to wear private clothes or shoes.

## VISITORS

Parents are welcomed to discuss the progress of their children with the Principal with prior appointment on telephone. They can, however, always send their suggestions in writing.

All visitors should meet the Principal in accordance with prior scheduled appointment. Parents/ Guardians shall arrange appointment through PA to Principal.

The visitors will be conducted to the office and will be allowed entry on a slip of information to the Principal. The PA to Principal will keep an appointment schedule.

In case of parents visiting their son/ward, the vehicle will be parked in the parking area and son /ward will be called to reception/ visitor's lobby, where the visiting Parents/Guardians would meet their son/ward.

Parents are advised to visit the College Authorities during office hours only i.e. 0900 hours to 1500 hours on working days, for official business.

Parents/Guardians can visit their sons/wards only on Sundays specified for visiting in the College Calendar on the following timings:

- |           |                         |                            |
|-----------|-------------------------|----------------------------|
| <b>a.</b> | From 0900 to 1600 hours | <b>March to September</b>  |
| <b>b.</b> | From 0900 to 1500 hours | <b>October to February</b> |

## ACCIDENTS/MISHAPS

The College will adopt all possible measures for the safeguard of the cadets during their stay in College campus. However, the College shall not be held responsible for any kind of accidents/mishaps causing any kind of physical harm or injury to the cadets.





## PROHIBITED AREAS FOR GUESTS

Following areas are out of bounds for the guests:

- Cadets are neither allowed to invite their guests in their rooms nor are they permitted to keep them in the houses or any other College building.
- Parents are not allowed to visit the staff at their residences.

### Telephone Numbers & Calls:

- Telephone Numbers of the College are as Under:
- Cadets are not permitted to make telephone calls to their parents, relatives or friends or receive calls from outside except on Sundays. Arrangements have been made to receive calls in The Houses for the cadets. The parents/guardians may call the cadets on the given numbers. Cadets are not allowed to receive their calls in the offices or at the staff residences.
- Cadets are not allowed to keep cell phones during their stay at the College.

Sr.No.	Contacts	Office
(1)	Principal	<b>05822-962300</b>
(2)	Vice Principal	<b>05822-962306</b>
(3)	Adjutant	<b>05822-962305</b>
(4)	Admin Officer/Fax	<b>05822-962302</b>
(5)	Controller Examination	<b>05822-962307</b>

## CORRESPONDENCE

All correspondence pertaining to the cadets is to be addressed to the Principal.

## ANNUAL PARENTS' DAY

The College holds the Parents' Day during the 3<sup>rd</sup> term of the academic year. Prizes won by the cadets and the houses are awarded at this function.



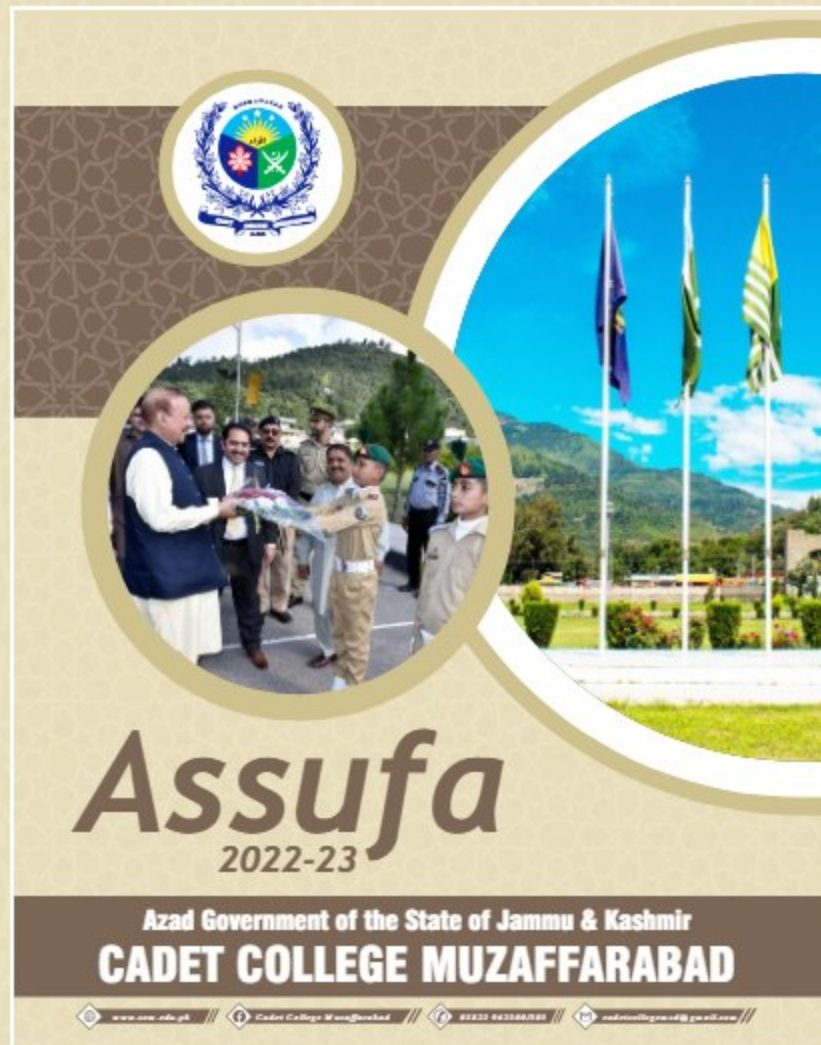


## POCKET MONEY

Cadets are not allowed to keep an amount more than Rs.1000 with them. If they have got an amount more than **Rs. 1000**, they can deposit it to the concerned Housemaster who shall pay them on specific days of the week as per requirement. The College authorities don't accept any complaint reading the loss of money.

## COLLEGE MAGAZINE

The College Magazine is published annually in two sections (English & Urdu). It contains articles and essays by the cadets and the College faculty members. Each cadet is issued a copy on payment.







## PICTORIAL GLIMPSES











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