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Principal's Message

It is great honor for me to lead such a wonderful and historical institution where I along with teachers was graduated long ago. The college has the capability to provide ample opportunities and dreams for new and young students. It is our ultimate objective to help and groom each individual a success story, having confidence, creative thinking, accept challenges, beliefs in hard work and honesty. The dedicated staff of the college is successfully executing FA/F.Sc and BS Programs in various disciplines in an intimate, friendly and learning environment at par with international equivalent academic programs. These Academic programs supported by motherly teaching methodologies help our students to develop critical thinking, learning through questioning, get satisfied by justification, exchange ideas and develop ethical values with respect for others to become a beneficial citizen of national and international community. Moreover, the college has the objective to develop each student capabilities to strive to achieve their maximum potential in the creative, dynamic and encouraging environment.

As a principal I believe that the parents are the main contributors in academic achievements of our students, so we work in close coordination with the parents and update the progress of our students to their parents. All teachers and staff work in collaboration with students to help each student to achieve their objectives. The relationship among students, their parents and teachers is one of our key values. We believe that academic success is only possible through hard work, creative thinking, determination, honesty and consistency in their studies. Due respect for the college and education also increased the chances of success of our students. The college encourages to ensure punctuality and regular attendance with a view to be available to discuss academic issues

This college is paying special attention on quality of our graduates with special emphasis on learning, problem solving, analytical skills and desire to contribute to society. The classroom, monitoring and evaluation system are being brought at par with international standards. For our BS programs, the laboratories and libraries are being upgraded to make these state of the art facilities to meet the need of students to compete with National and international standards. From this year the college is implementing the HEC polies and guidelines to ensure quality practices of international standards.

In the past the college has produced wonderful graduates who served the country and abroad in a distinctive manner. I hope that this tradition will not only continue but improve further. Our girl students are competing in each walk of life with male students despite the fact that this District Muzaffargarh is comparatively remote.

Dr. Saeeda Sultana
Principal
GGCW Muzaffargarh.



The College

The institution was established as an Intermediate college in 1973 and Mrs. Azra Nasir was the first Principal of the college. In 1975 the institution was given the name of The Govt. Degree College for Women Muzaffargarh and degree classes were started. The College is spread over 49 canal of land. The main objective of the college is to provide facilities of Higher education to the population of the Muzaffargarh District and neighboring areas. The college is affiliated with Bhaudin Zakariya University, Multan.

Currently, students are registered for 10 BS Programs in the college. Previously there were 4 BS Programs running in the college in the subjects of Zoology, Islamic Studies, Political Science and English Literature & Linguistics. With the countless efforts of Principal Dr. Saeeda Sultana 6 new BS Programs were started in 2022. The subject for 6 new BS programs are Economics, Education, Geography, Psychology, Physics and Information Technology. The College has contributed expressively in academic excellence and developing harmony & promoting peace in society. Dr. Saeeda Sultana (Principal) believes in academic excellence. She is struggling day and night for the progress of college.

Our Vision

To become a leading institution of higher learning recognized for quality education.

Our Mission

The Institution provides access to higher education enabling students to develop their knowledge and skills, achieving professional goals, leadership and service to local and international communities.

The City Muzaffargarh

Muzaffargarh city is the capital of district Muzaffargarh. It lies on the bank of the Chenab River. Muzaffargarh was founded in 1794 by the Governor of Multan Nawab Muzaffar Khan. The Meaning of Muzaffargarh is "Fort of Muzaffar" because the old town lies inside the walls of a fort built by Nawab Muzaffar Khan of Multan. In 1861 it became the headquarters of Muzaffargarh District.

Muzaffargarh spreads over an area of 8,249 km² and forms a strip between the Chenab River on its east and Indus River on its west, which pass along the Eastern and Western boundaries respectively of the districts and a triangle at Alipur Tehsil of the district.

The city of Muzaffargarh is located in southern Punjab province at almost the exact center of Pakistan. The closest major city is Multan. The area around the city is a flat, alluvial plain and is ideal for agriculture, with many citrus, dates and mango farms. There are many canals that cut across the Muzaffargarh District, providing water to nearby farms. This makes the land very fertile. The city known for private education system and almost 500 to 600 private schools are registered under the Punjab Education Foundation (PEF).



Principal's Tenure in the College

Sr. No.	Name of Principal	From	To
1	Prof. Mrs. Azra Nasir Naseem	01-09-1973	15-11-1976
2	Prof. Surraiya Hussain Malik	16-11-1976	05-01-1979
3	Prof. Shahwar Rasheed	06-01-1979	23-09-1987
4	Prof. Miss Shamim Sultana	24-09-1987	08-07-1991
5	Prof. Mrs. Khadija Riaz	09-07-1991	26-03-1995
6	Prof. Mrs. Fareeda Farooq	26-03-1995	31-10-2003
7	Prof. Mrs. Khadija Riaz	01-11-2003	06-12-2004
8	Prof. Bilqees Akhtar Sial	07-12-2004	12-10-2005
9	Prof. Munnaza Baloach	13-10-2005	20-09-2008
10	Prof. Khadija Yasmeen Malik	29-09-2008	14-09-2015
11	Prof. Mrs. Bilqees Rehana Bukhari (Incharge)	21-09-2015	07-11-2017
12	Prof. Dr. Saeeda Sultana	08-11-2017	Till Now



Facilities for Students

Libraries

Library plays a vital role in the academic life of a college. The fundamental role of library is educational. It should not be operated as a mere storehouse of book, rather it should be a dynamic instrument of education. The library collections support not only every course in the curriculum but also include selected stock of general reference books and newspapers etc.

College has two libraries in Khadija Block and Zainab Block contain 14623 and 8560 books respectively.



Science Labs

The College has latest equipped Science Labs of following Subjects: -

Sr. No.	Subject	Total No. of Labs
1.	Biology	1
2.	Chemistry	2
3.	Physics	2
4.	Zoology	2
5.	Psychology	1
6.	Geography	1

Computer Labs

Technology has struggled to find its way into the classroom in all sorts of ways, from projectors and televisions to computer labs and student laptops. Along with improving the way students are taught, it is also vitally important that students learn to use computers to improve their own work and prepare for careers in a world where computers have become as common as the pencil and paper. The College owns two up-to date, well equipped and furnished computer labs for intermediate and BS Classes in Fatima Jinnah Block and Zainab Block.



جب تم جنت کے باغات میں سے گزرو تو کچھ چر لیا کرو۔ کسی نے عرض کی "جنت کے باغات" کیا ہیں؟ ارشاد فرمایا "علم کی مجالس"۔ الحدیث



Smart Class-Room

In the strides towards modernizing our educational infrastructure, Mrs. Humaila Munir has played a pivotal role with the introduction of smart classrooms on November 15, 2023. These innovative learning spaces represent a significant leap forward in harnessing technology to enhance the educational experience within our institution.

Mrs. Munir's vision and leadership have been instrumental in transforming traditional classrooms into dynamic hubs of interactive and engaging learning. The implementation of smart classrooms is a testament to her commitment to providing students with cutting-edge tools and resources that align with contemporary educational standards. Equipped with state-of-the-art technology, these smart classrooms facilitate dynamic and interactive teaching methodologies. From interactive digital whiteboards to audio-visual aids, these learning spaces are designed to foster collaborative learning, critical thinking, and technological literacy among students.

Since the introduction of smart classrooms, Mrs. Humaila Munir has continually supported faculty in adapting their teaching methods to make the most of these technological enhancements. The aim is to create an environment where students can actively participate in their learning, leveraging the power of technology to deepen their understanding of various subjects. These learning spaces are poised to cultivate a new era of education, preparing students for the challenges and opportunities of the digital age.

College Website

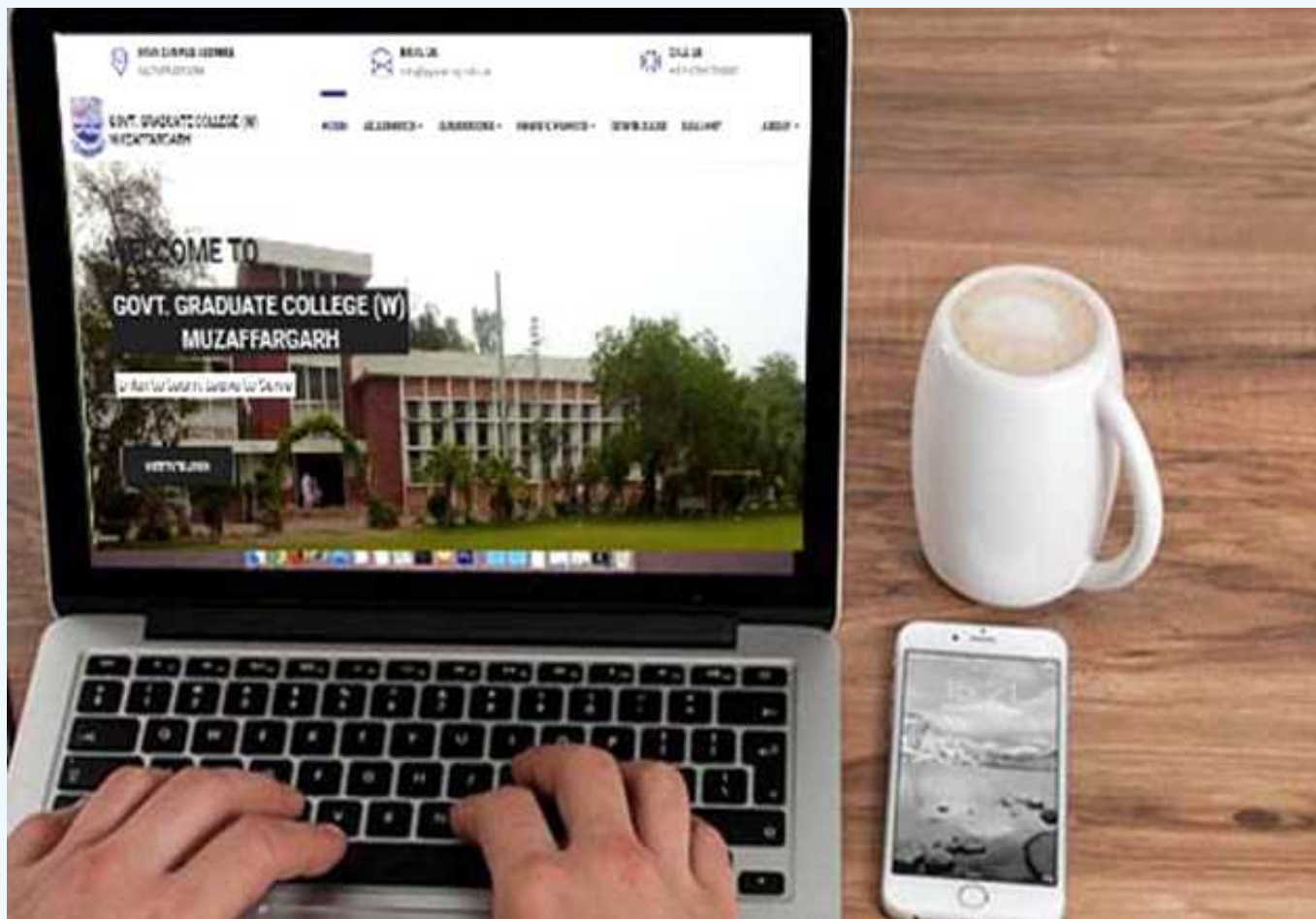
We are delighted to announce the successful launch of our college's official website, marking a significant milestone in our commitment to providing accessible and up-to-date information to our stakeholders. The website serves as a dynamic online platform, offering a user-friendly interface that caters to the diverse needs of our students, faculty, parents, and the wider community. Visitors to our website will find a wealth of information about our academic programs, admission processes, faculty

profiles, and the vibrant campus life. Additionally, the site features news and events, providing real-time updates on college activities, achievements, and important announcements.

Our commitment to transparency and effective communication is reflected in the website's design, ensuring that users can easily navigate and access the information they need. We believe that this digital initiative will strengthen our connection with the community, fostering a sense of engagement and collaboration.

As we embrace the digital age, we look forward to leveraging the website as a powerful tool for sharing our college's story, values, and accomplishments. This launch represents our dedication to embracing technological advancements to enhance the overall college experience for all.

Link: <https://ggcwmg.edu.pk/>





College Magazine

The "Ju-e-bar" Magazine, much like its name, illuminates the intellectual and creative spirit of our college community. Launched under the insightful leadership of Editor Sobia Sadiq and the dedicated Magazine Committee, this edition has seamlessly woven together the thoughts, insights, and talents of both educators and learners.

From thought-provoking articles penned by our esteemed faculty members to the unique perspectives and narratives shared by our students, the magazine serves as a platform for the exchange of ideas and experiences. Each article is a testament to the intellectual richness and diversity that defines our academic community. As we flip through the pages, we encounter a tapestry of topics that range from academic explorations to personal reflections, showcasing the multifaceted talents and interests within our college. The magazine not only captures the academic prowess of our institution but also reflects the collaborative spirit that exists between teachers and students.

This edition of "Ju-e-bar" Magazine goes beyond being a mere publication; it is a collective effort, a collaborative creation that echoes the spirit of our college community. We extend our appreciation to Editor Sobia Sadiq and the Magazine Committee for their dedication in bringing forth this intellectual showcase.

May this magazine serve as a source of inspiration, fostering a culture of curiosity, dialogue, and creativity within our college community.

College Dispensary

In the college annual report for the academic year 2023, the establishment and functioning of the College Dispensary stand out as a cornerstone in prioritizing student health and well-being. The dispensary, operating seamlessly since its inception, has been a crucial resource in ensuring that students have access to prompt and efficient healthcare services within the campus.

The College Dispensary, inaugurated on October 23, 2023, has played a pivotal role in safeguarding the health of our students. It operates under the guidance of qualified medical professionals who are dedicated to providing quality care to the college community. The dispensary is equipped with essential medical supplies, diagnostic tools, and a caring staff committed to addressing the healthcare needs of students.

Throughout the year, the dispensary has been instrumental in managing minor ailments, injuries, and providing first aid during emergencies. Its presence on campus has not only alleviated concerns related to health but has also fostered a sense of security among students, knowing that medical assistance is readily available.

Regular health awareness campaigns and workshops organized by the dispensary have contributed to promoting a culture of preventive healthcare within the college community. These initiatives cover topics such as healthy lifestyle choices, stress management, and overall well-being.





The College Dispensary is a testament to the institution's commitment to holistic student development. By ensuring easy access to healthcare services, the college aims to create an environment where students can focus on their academic pursuits without compromising their health. The dispensary's impact extends beyond physical well-being, influencing the overall ethos of the college community.

As we reflect on the achievements of the academic year, the establishment and successful operation of the College Dispensary stand out as a significant step toward fostering a campus environment that prioritizes the health and welfare of our students.

Accommodation/Hostel

The college, at present, have two hostels for students, Ayesha Sadiqa Hall and Fatima ul Zahra Hall. In the hostel, the residents are provided to students with the necessary facilities. The hostels are expected to offer conducive environment, enabling students to face the complexities of information age. Hostel affairs are managed by a competent full-time staff, available round the clock. In addition to the messing, civic amenities like TV Room, Dar ul Quran and Internet accessibility are available.



Ayesha Sadiqa Hall



جو شخص علم کی جستجو میں کسی راہ کا مسافر ہو، اللہ تعالیٰ اس کے لیے جنت کی راہ آسان کر دیتے ہیں۔ الحدیث



Fatima-ul-Zahra Hall

Transport

College is providing transport service to students. The bus service is available within the city.



ایک گھڑی علم کی طلب و تلاش کرنا پوری رات قیام کرنے سے بہتر ہے اور ایک دن علم کی تلاش و طلب کرنا تین ماہ کے روزوں سے بہتر ہے۔ الحدیث

Dar-ul-Quran

Dar-ul- Quran (House of Quran) aims to provide students with the opportunity to access traditional Islamic education and study the Quranic Sciences with the qualified local teachers.



BS Block/ Zainab Block

Zainab block has been inaugurated on 20th February 2020. A monument of passion for learning.





Sports Activities

Realizing the undeniable importance of health, college has ample sports opportunities for its students. The college has an Annual Sports day along with many sports activities from time to time during academic session. Prizes and Certificates are also given to the winners and participants.

پان سے پوچھئے کیا جانے والے اور نہ جانے والے دونوں برابر ہو سکتے ہیں؟ "مگر ان باتوں سے سبق تو وہی حاصل کر سکتے ہیں جو اہل عقل و خرد ہوں۔ (سورۃ الزمر: 9)



Seminars

Seminars are capable of keeping the students updated with latest technologies. Seminars are arranged in order to highlight major issues on every subject.

Professors from all over the region and well renowned Universities come over and explain their own learnings and experiences. This activity enhances the student's vision and their approach towards learning.



Career Counseling Centre

In the annual report 2023 for the Career Counseling Center, managed by **Mrs. Najeeba Kanwal**, we reflect on a year of meaningful guidance and support for students navigating their academic and professional pathways. Mrs. Kanwal's adept management has turned the center into a crucial resource on **19 October 2023** within our college community, fostering individual growth and empowerment. Throughout the year, the Career Counseling Center, under Mrs. Kanwal's leadership, has been instrumental in offering personalized advice, resources, and support to students. From one-on-one counseling sessions to workshops, the center has played a pivotal role in helping students make informed decisions about their educational and career journeys.

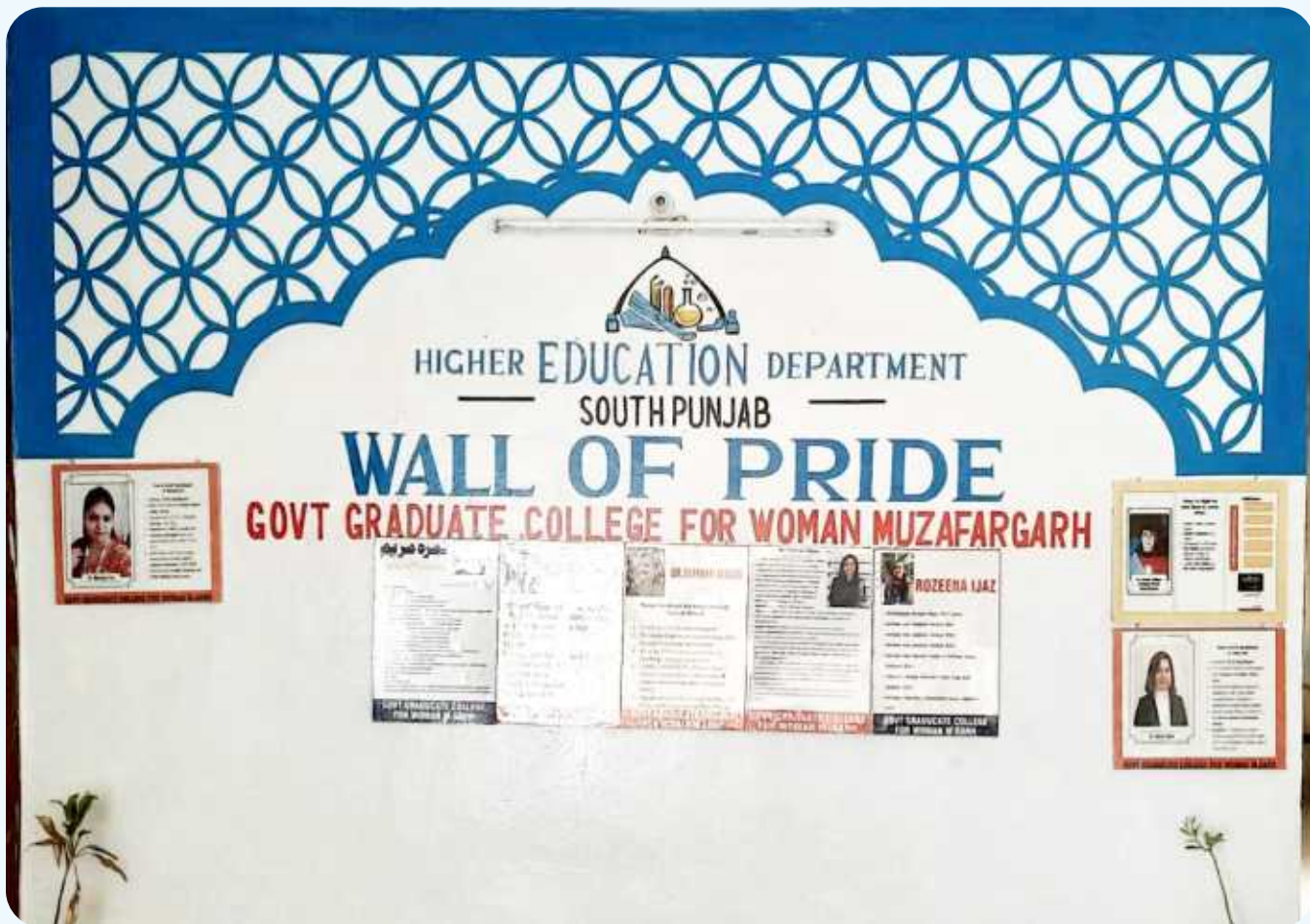
One of the center's significant achievements is its role in facilitating successful placements for graduating students. Mrs. Kanwal's strategic approach to career counseling has contributed to a higher rate of job placements, ensuring that our graduates enter the workforce well-prepared and with confidence. As we express gratitude for the Career Counseling Center's achievements in this annual report, special acknowledgment goes to Mrs. Najeeba Kanwal and her team for their dedication to the professional growth and success of our students.





Wall of Pride

We are thrilled to announce the latest update to our esteemed '**Wall of Pride**' on **August 1, 2023**. This symbolic wall stands as a testament to the remarkable achievements, outstanding contributions, and noteworthy accomplishments of our students, faculty, and staff. The recent additions to the 'Wall of Pride' showcase a diverse range of achievements, including academic excellence, research breakthroughs, artistic accomplishments, and community service. It is a celebration of the collective efforts and individual triumphs that define the spirit of our institution.



As we proudly display these accomplishments, we recognize and honor the dedication, passion, and hard work of those whose names grace the 'Wall of Pride.' Each achievement represents a milestone in our journey towards excellence, and we take this opportunity to acknowledge and appreciate the exceptional talents and commitment within our college community. We invite everyone to take a moment to reflect on the achievements of our community members and draw inspiration from their success. The 'Wall of Pride' serves as a constant reminder of the incredible potential within our community and motivates us to continue striving for excellence in all endeavors.

Congratulations to all those whose achievements are now immortalized on our '**Wall of Pride**,' and we look forward to witnessing the ongoing success and contributions of our vibrant college community.



Scheme of Studies for F.Sc/ ICS/ F.A

Compulsory Subjects

- English
- Urdu
- Islamic Studies
- Pakistan Studies

Elective Science Subjects

F.Sc Pre- Medical Group:	Biology	Chemistry	Physics
F.Sc Pre-Engineering Group:	Mathematics	Chemistry	Physics

Elective ICS/General Science Group:

Group 1.	Mathematics	Statistics	Physics
Group 2.	Mathematics	Computer Studies	Physics
Group 3.	Mathematics	Statistics	Economics
Group 4.	Mathematics	Computer Studies	Economics

Choose 3 Subjects. Select First Subject from Group A, Select Second Subject from Group B, Select Third Subject from Group C

Group A	Economics	Geography	Civics	History of Islam
Group B	Islamic Studies (Elective)	Psychology	Education	
1. Group A:	Economics, Geography, Civics, History of Islam			
2. Group B:	Islamic Studies (Elective), Psychology, Education			
3. Group C:	Arabic, Saraiki, Physical Education, Computer Studies, Statistics			

Eligibility Criteria for Admission in F.Sc/ICS

The admission of students depends on their matric subject group and their marks in matriculation.

If a student does not meet the eligibility criteria/ merit and take admission by wrong way/means then college has rights to cancel their admission at any stage during the 2 years intermediate program. No fees will be re-funded in case of violation of merit/eligibility criteria.

Age Limit for Admission in Intermediate Program = Not more than 22 Years

Students and their parents are responsible for selecting subjects according to admission eligibility criteria.

Sr. No.	Subject/Subject Group	Merit / Eligibility Criteria
1.	F.Sc (Pre-Medical)	Matric with Science Group and Matric Marks > 60%
2.	F.Sc (Pre-Engineering)	
3.	ICS/ General Science Group	
4.	F.A with Computer Science Subject	

طالبات کے لیے وارننگ

آئی سی ایس اور ایف اے میں کمپیوٹر سائنس کے مضمون کا انتخاب کرنے کے لیے طالبہ کامیٹرک میں سائنس گروپ ہونا اور میٹرک میں 60 فیصد سے زیادہ نمبر ضروری ہیں۔ اگر کسی طالبہ نے دانستہ یا نادانستہ میرٹ کی خلاف ورزی کر کے کمپیوٹر کا سبجیکٹ سلیکٹ کیا تو بورڈ میں رجسٹریشن کے وقت طالبہ کو اطلاع دیے بغیر اس کا سبجیکٹ تبدیل کر کے فزیکل ایجوکیشن رکھ دیا جائے گا۔



BS Programs

The college is affiliated with Bahauddin Zakariya University Multan for following 4 Years BS programs.

- | | | |
|--------------------------|-----------------|------------------------------|
| 1. BS Chemistry | 2. BS English | 3. BS Education |
| 4. BS Economics | 5. BS Geography | 6. BS Information Technology |
| 7. BS Islamic Studies | 8. BS Physics | 9. BS Psychology |
| 10. BS Political Science | 11. BS Zoology | |

Admission Criteria

Marks in FA/ F.Sc / ICS + Marks in Relevant Subject $\geq$ 60%

Age Limit for Admission in BS = Not more than 26 Year

Note:

1. All the students will attend a class of Holy Quran with translation of 1 Hour in a week and have to qualify by securing 50 marks out of 100 in every semester.
2. For Practical Learning Requirement, every student shall take part in tutorial activities (Sports club, dramatic societies, declamation societies, blood donor societies etc.) for minimum of 4 hours per week for two semesters and completion of such activities will be endorsed by the certification from the concerned Principal/HoD/Chairman/Director.
3. Every student shall have to complete and qualify Internship of at least 9 weeks before the completion of Associate / BS degree.
4. There will be 50 marks for writing the Internship report and 50 marks will be reserved for the Internship viva voce. Moreover, the qualifying marks for Non-credit Internship will be 50 out of 100 marks.
5. A student admitted to the Associate Degree program after passing out first four semesters with the qualifying condition of Internship can get admission in the relevant/ other BS Programs provided that if the student meets the admission criteria of the concerned Department institute School/College.

Instructions/Guidelines:

1. The courses with codes "EWRT 101", "EWRT 102" & "EWRT 201" can be taught by the teachers having terminal degree in the subject of English.
2. The courses with codes "QREA 107" & "QREA 108" can be taught by the teachers having terminal degree in the subjects of Economics, Mathematics & Statistics.
3. The courses with codes "SSCI 105" & "SSCI 106" can be taught by the teachers having terminal degree in the subject's economics, Political Science, International Relations, Pakistan Studies & Sociology.
4. The course with code "AHUM 109" can be taught by the teachers having terminal degree in the subject of Urdu.
5. The course with code "AHUM 110" can be taught by the teachers having terminal degree in the subject of History.



Student's Uniform

The college students are advised to come in following dress code:

Summer	White Shalwar Kameez with Dupatta of "Specified Color"
Winter	White Shalwar Kameez with Black Shawl and Black Jarsi

Specified Colors for Dupatta

Inter 1 st Year	Pink Border (1 inch) on White Duppatta
Inter 2 nd Year	Maroon Border (1 inch) on White Duppatta
BS Chemistry	Dark Purple
BS I.T	Medium Purple
BS Economics	Mustard
BS Education	Shocking Pink
BS English	Blue
BS Geography	Green
BS Islamic Studies	Pink
BS Physics	Dark Brown
BS Political Science	Grey
BS Psychology	Peach
BS Zoology	Maroon





Academic Departments and Teaching Staff

The College consists of the following Departments of different subjects and fields.

Department of Arabic

Mrs. Nadia Ashraf	M.A. Arabic	Lecturer (H.O.D)
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Department of Biology

Mrs. Rehana Bilquees		Assistant Professor (H.O.D)
Mrs. Saima Batool		Lecturer
Mrs. Uzma Bashir		Lecturer (Botany)

Department of Chemistry

Mrs. Mubashra Rehman		Assistant Professor (H.O.D)
Mrs. Hira Akram	M.Phil.	Assistant Professor
Mrs. Nazia Khan		Lecturer

Department of Computer Science

Mrs. Humaila Munir	M.Phil.	Assistant Professor (H.O.D)
Miss Firdous Anjum	M.Phil.	Lecturer
Miss Sobia Sadiq	M.Phil.	Lecturer

Department of Economics

Mrs. Nasreen Bano		Associate Professor (H.O.D)
Mrs. Aafia Batool	M.Phil.	Assistant Professor
Mrs. Khalida Bibi		Assistant Professor
Mrs. Perveen Akhter		Assistant Professor
Miss Amal Zahra		Lecturer

Department of Education

Mrs. Naseem Akhtar	M.Phil.	Associate Professor (H.O.D)
Mrs. Farah Amna		Associate Professor
Mrs. Asifa Khan		Assistant Professor

Department of English

Mrs. Shahida Parveen	M.Phil.	Professor (H.O.D)
Mrs. Tasleem Fatima		Assistant Professor
Mrs. Misbah Shahzadi	M.Phil.	Assistant Professor
Mrs. Naseem Akhter		Assistant Professor
Mrs. Zainab Jamshed		Lecturer
Mrs. Rumaisa Raheem		Lecturer



Department of Geography

Mrs. Rukhsana Siddique
Mrs. Farzana Kousar Bhatti

Associate Professor (H.O.D)
Associate Professor

Department of History

Mrs. Robeena Shaheen

Associate Professor (H.O.D)

Department of Islamic Studies

Mrs. Najeeba Kanwal

Lecturer (H.O.D)

Department of Mathematics

Mrs. Sara Zaffar
Ms. Rabia Yaqoob

M.Phil.

Associate Professor (H.O.D)
Lecturer

Department of Pakistan Studies

Mrs. Fahmida Jabeen

M.Phil.

Assistant Professor (H.O.D)

Department of Physical Education

Mrs. Khurshid Bano
Mrs. Kanwal Habib

Assistant Professor (H.O.D)
Lecturer

Department of Physics

Mrs. Zarina Kousar
Mrs. Shahzadi Humaira
Mrs. Zunera Fatima

Associate Professor (H.O.D)
Assistant Professor
Assistant Professor

Department of Political Science & Civics

Dr. Saeeda Sultana (Principal)
Miss Humaira Younas

Associate Professor (H.O.D)
Lecturer

Department of Psychology

Mrs. Azra Parveen
Mrs. Shazia Shoaib

M.Phil.

Associate Professor (H.O.D)
Assistant Professor

Department of Saraiki

Dr. Asifa Bibi

Ph.D.

Assistant Professor (H.O.D)

Department of Statistics

Miss Saima Rubab

Lecturer

Department of Urdu

Mrs. Rehana Noreen

M.Phil.

Assistant Professor (H.O.D)



PROSPECTUS 2024

Department of Zoology

Mrs. Nadia Kanwal
Miss. Javeria Bashir

M.Phil.
M.Phil.

Assistant Professor (H.O.D)
Assistant Professor

College Library

Mrs. Humaira Rasool

Librarian

Non-Teaching/Supporting Staff

1	Mr. Asad Bhutta	Superintendent
2	Khadim Hussain	Lab Superintendent
3	Shamim Naz	Hostel Warden
4	Hamza Irshad	Senior Clerk
5	Rabia Khan	Senior Lecturer Assistant
6	Zahra Batool	Junior Lecturer Assistant
7	M. Khalid Mehmood	Lab. Attendant
8	Rukhsana Aslam	Lab. Attendant
9	Abid Hussain	Mali
10	Zafar Hussain	Baildar
11	Muhammad Saleem	Baildar
12	Muhammad Asghar	Baildar
13	Abid Hussain	Chokidar
14	Irshad Bibi	Sweeper

Duties of Teaching Staff

Students can consult the concerned teachers in case of any query and guidance. For Example for admission in F.Sc or F.A students will submit their admission forms to teachers mentioned in first row. For admission in BS Programs students will submit their forms to teachers of concerned department. All related matters of admission, subject changing, examination etc. are mentioned below:

Admission Committee (Registration and Form Checking)

F.Sc. / ICS		
1.	Mrs. Afia Batool	
2.	Mrs. Rehana Bilquees	
3.	Miss Saima Rubab	
4.	Mrs. Saima Batool (After Online)	
F.A		
1.	Mrs. Asfa Bibi	
2.	Mrs. Farah Amna	



3.	Mrs. Farzana Kauser	
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Incharge Admissions & Health Profile OCAS

1.	Miss Firdous Anjum	
2.	Miss Sobia Sadiq	
3.	Mrs. Nadia Ashraf	
4.	Miss Saima Rubab	
5.	Mrs. Nazia Khan	
6.	Mrs. Rabia Yaqub	

Incharge College Profile OCAS

1.	Miss Sobia Sadiq	
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Daily Email Checking

1.	Miss Sobia Sadiq	
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Prospectus Incharge:

1.	Dr. Saeeda Sultana	Chairperson
2.	Miss Firdous Anjum	
3.	Miss Sobia Sadiq	

Incharge Website Maintenance

1.	Miss Sobia Sadiq	
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Verification of Admission/ Examination Form Board (1st Year + 2nd Year)

1.	Mrs. Khurshid Bano	
2.	Mrs. Asfa Bibi	

Timetable and Workload Incharge

1.	Miss Firdous Anjum	
2.	Mrs. Najeeba Kanwal	

Pre-First Year Incharge

1.	Mrs. Farzana Kausar	F.A.
2.	Mrs. Saima Batool	F.Sc.

College Examination Committee

1.	Mrs. Naseem Akhtar	Controller
2.	Mrs. Zarina Kausar	Deputy Controller
3.	Mrs. Nasreen Banu	Assistant Controller BS
4.	Mrs. Amal Zahra	



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5.	Mrs. Rukhsana Siddique	Assistant Controller Inter
6.	Mrs. Hira Akram	

College Bus Chores

1.	Mrs. Shehzadi Humaira	
2.	Mrs. Khalida Bibi	

College Property In-charge

1.	Mrs. Nasreen Bano	
2.	Mrs. Tasleem Fatima	
3.	Mrs. Asfa Bibi	

College Dispensary In-charge

1.	Mrs. Kanwal Habib	
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Purchase Committee

1.	Mrs. Zarina Kausar	
2.	Mrs. Sara Zafar	
3.	Mrs. Humaila Munir	

Repair Committee

1.	Mrs. Romaisa Raheem	
2.	Mrs. Khalida Bibi	

Staff Club Collection

1.	Mrs. Fehmida Jabeen	
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Auction Committee

1.	Mrs. Farah Amna Shahid	
2.	Mrs. Rehana Noreen	
3.	Mrs. Shahzadi Humaira	

Botany Association

1.	Mrs. Nadia Kanwal	
2.	Mrs. Uzma Bashir	

Canteen Committee

1.	Mrs. Shahzadi Humaira	
2.	Mrs. Zunera Fatima	
3.	Mrs. Nadia Kanwal	



College Security Committee

1.	Mrs. Farah Amna	Focal Person
2.	Mrs. Khursheed Bano	
3.	Mrs. Rehana Bilquees	

Cleanliness & Discipline Committee

1.	Mrs. Shahida Kaleem	Focal Person Class Checking
2.	Mrs. Naseem Akhter (English)	Canteen & Ground
3.	Mrs. Zunera Fatima	
4.	Miss Saima Rubab	Playground Main
5.	Mrs. Misbah Shehzadi	
6.	Mrs. Rubina Shaheen	Khadija Block
7.	Mrs. Fehmida Jabeen	Zainab Block
8.	Miss Humaira Younas	Zainab Block (Ground)
9.	Mrs. Tasleem Fatima	Maryam Block
10.		Fatima Block (GF)
11.	Mrs. Shazia Shoaib	Ground Floor
12.	Mrs. Romaisa Raheem	First Floor
13.	Mrs. Zunaira Zamir	Staffroom Cleanliness
14.	Mrs. Rehana Noreen	K.B. Lect Theaters + Old Hall
15.	Mrs. Zainab Jamshed	Cleanliness Principal Office

College Fee Bursar Duty

1.	Mrs. Rukhsana Siddique	
2.	Mrs. Rabia Yaqub	
3.	Mrs. Perveen Akhtar	

Refreshment All Occasions

1.	Mrs. Perveen Akhtar	
2.	Mrs. Zunera Fatima	

Hostel Bursar Duty

1.	Mrs. Zarina Kausar	
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Library Security Refund

1.	Mrs. Nasreen Bano	F.A/F.Sc
2.	Mrs. Farzana Kauser	
3.	Mrs. Afia Batool	BS & ADP



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Stock Checking Laboratories

1.	All Science Staff	
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Tabulators of Examination (Internal)

1.	Mrs. Perveen Akhtar	F.Sc Part-I
2.	Mrs. Hira Akram	
3.	Mrs. Nadia Ashraf	
4.	Miss Javeria Bashir	F.A Part-I
5.	Mrs. Khalida Bibi	
6.	Mrs. Azra Parveen	F.Sc. Part-II
7.	Mrs. Shazia Shoaib	
8.	Mrs. Nazia Khan	
9.	Mrs. Saima Batool	F.A Part-II
10.	Mrs. Rubina Shaheen	

Tabulators of Examination BS Programs

1.	Miss Amal Zahra	BS Economics
2.	Mrs. Naseem Akhtar	BS Education
3.	Mrs. Zainab Jamshed	BS English
4.	Mrs.	BS Geography
5.	Mrs. Humaila Munir	BS I.T
6.	Mrs.	BS Physics
7.	Mrs. Humaira Younas	BS Political Science
8.	Mrs.	BS Psychology
9.	Mrs. Najeeba Kanwal	BS Islamic Studies
10.	Mrs. Uzma Bashir	BS Zoology

Result Percentage Board & University

1.	Mrs. Sara Zafar	BS & ADP
2.	Mrs. Rabia Yaqub	
3.	Mrs. Humaila Munir	Intermediate
4.	Mrs. Asifa Zaib	

Fee Remission, Red Cross & Welfare Fund

1.	Mrs. Sara Zafar	
2.	Mrs. Tasleem Fatima	

Students Attendance Register Checking

1.	Mrs. Nasreen Bano	
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CTI Selection Committee

1.	Mrs. Humaila Munir	Focal Person
2.	Mrs. Asifa Zaib	

Event's Organizers

1.	Mrs. Afia Batool	
2.	Miss Amal Zahra	

BS Coordinator

1.	Mrs. Shahida Kaleem	
2.	Mrs. Nadia Kanwal (5 Discipline)	

Quality Enhancement Cell

1.	Mrs. Asifa Ziab	
2.	Mrs. Nadia Kanwal	

Career Counseling

1.	Mrs. Najeeba Kanwal	
2.	Mrs. Kanwal Habib	

Poor Fund Collection

1.	Mrs. Najeeba Kanwal	
2.	Mrs. Kanwal Habib	

Plant Cutting Whole College

1.	Mrs. Uzma Bashir	
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Hall Council

1.	Dr. Saeeda Sultana (Principal)	Chairperson
2.	Mrs. Rukhsana Siddique	
3.	Mrs. Zarina Kausar	

College Magazine & Journal

1.	Miss Sobia Sadiq	Editing
2.	Mrs. Rabia Yaqub	Article Collection in Soft Copy
3.	Miss Javaria Bashir	

Incharge CIS Portal/ HED Punjab App

1.	Miss Firdous Anjum	
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Prize Distribution

1.	Mrs. Azra Parveen	
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2.	Mrs. Shazia Shoaib	
3.	Mrs. Misbah Shehzadi	

Co-Signatory

1.	Mrs. Naseem Akhtar	
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Speech/Essay Writing Organization

1.	Mrs. Rehana Noreen	Urdu
2.	Mrs. Nadia Ashraf	
3.	Mrs. Naseem Akhtar (English)	English
4.	Mrs. Misbah Shehzadi	
5.	Mrs. Romaisa Raheem	

College Sports In-charge

1.	Mrs. Khurshid Bano	
2.	Mrs. Kanwal Habib	

Annual Report

1.	Miss Sobia Sadiq	
2.	Miss Saima Rubab	
3.	Miss Javeria Bashir	

Anti-Dengue Program

1.	Mrs. Nadia Kanwal	Focal Person
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Anti-Narcotics/ Drugs Program

1.	Mrs. Fehmida Jabeen	
2.	Mrs. Mubashara Rehman	

Staff Register Daily Checking

1.	Mrs. Kanwal Habib	
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Scholarships

1.	Mrs. Hira Akram	Ehsas Scholarship
2.	Mrs. Asfa Bibi	MORA Scholarship
3.	Mrs. Rubina Shaheen	
4.	Mrs. Azra Parveen	PEEF Scholarship

The Advice of Principal to Students

1. All Students must have faith in and respect for the ideology of Pakistan.
2. All Students must in matters of religion respect the convictions of others.
3. Every student is expected to:
 - i. Be Loyal to Pakistan.
 - ii. Obey the Law of the land as well as the Rules & Regulations of the College.
 - iii. Maintain law and order as well as the dignity and prestige of the College.
 - iv. Protect the property of the College.
 - v. Show due respect to elders, teachers, and outside visitors.

Work hard and co-operate in completing the courses of study within the prescribed period.





Rules and Regulations for Students

1. Mobile Phones are NOT allowed for college students within college premises.
2. Board/University exam admission forms will not be sent by college for habitual/ continuous absentees/students.
3. No Student shall utter, do, or propagate, anything repugnant to Islam within and outside the precincts of the College.
4. Students are Not allowed to Say or do anything which might adversely affect the honor and prestige of Pakistan, the college teachers, and her educational institution.
5. Indulge in immoral activities, use indecent language and wear immodest dresses are strictly prohibited.
6. Don't Cause disturbance to others.
7. Don't Disturb peace of the Institution.
8. Disciplinary action by the Principal of a College against the student(s) may be taken in the following forms depending upon the severity of the offence:
 - i. A student may be fined.
 - ii. A student may be placed on probation for a fixed period.
 - iii. If during the period of probation, she fails to improve her conduct, she may be rusticated or expelled.
9. Whenever rustication imposed on a College student, shall always mean the loss of one academic year in so far as her Examination are concerned. The period of absence from the College will, however, depend upon the time of the year when the penalty is imposed. The student under rustication may at the discretion of the Principal of the College be permitted to rejoin the class in the same College in the beginning of the next academic year.
10. A rusticated student once re-admitted and again found creating disturbance/ indiscipline, etc. will be expelled from the college.

Days to Remember

These are the International & National Days Observed at Govt. College for Women Muzaffargarh.

February	4 February: world Cancer Day	5 February: Kashmir Solidarity Day
	13 February: World Radio Day	20 February: World Day of social justice
	21 February: International Mother Language Day	
March	3 March: World Wildlife Day	8 March: International women's Day
	20 March: International Day of Happiness	21 March: World Poetry Day
	21 March: International Day of Forests	22 March: World Water Day
	23 March: Pakistan Day	24 March: Word Tuberculosis Day
April	7 April: World Health Day	22 April: International Mother Earth Day
	23 April: World Book & Copyright Day	24-30 April: World Immunization Week
	25 April: World Malaria Day	26 April: World Intellectual Property Day
	28 April: World Day for Safety and Health at Work	



May	1 May: Labor Day	3 May: World Press Freedom Day
	8 May: Mother's Day	
	21 May: World Day for Cultural Diversity for Dialogue and Development	
	31 May: World No-Tobacco Day	
June	5 June: World Environment Day	12 June: World Day Against Child Labor
	14 June: World Blood Donor Day	21 June: Father's Day
July	11 July: World Population Day	15 July: World Youth Skills Day
	28 July: World Hepatitis Day	
August	12 August: International Youth Day	14 August: Independence Day
September	8 September: International Literacy Day	15 September: International Day of Democracy
	21 September: International Day of Peace	27 September: World Tourism Day
October	5 October: World Teacher's Day	16 October: World Food Day
November	14 November: World Diabetes Day	9 November: Allama Iqbal Day
	16 November: International Day for Tolerance	16 November: Universal Children's Day
	25 November: International Day for the Elimination of Violence against Women	
December	1 December: World AIDS Day	
	3 December: International Day of Persons with Disabilities	
	5 December: World Soil Day	
	9 December: International Anti- Corruption Day	
	10 December: Human Rights Day	25 December: Birthday of Quaid-e-Azam





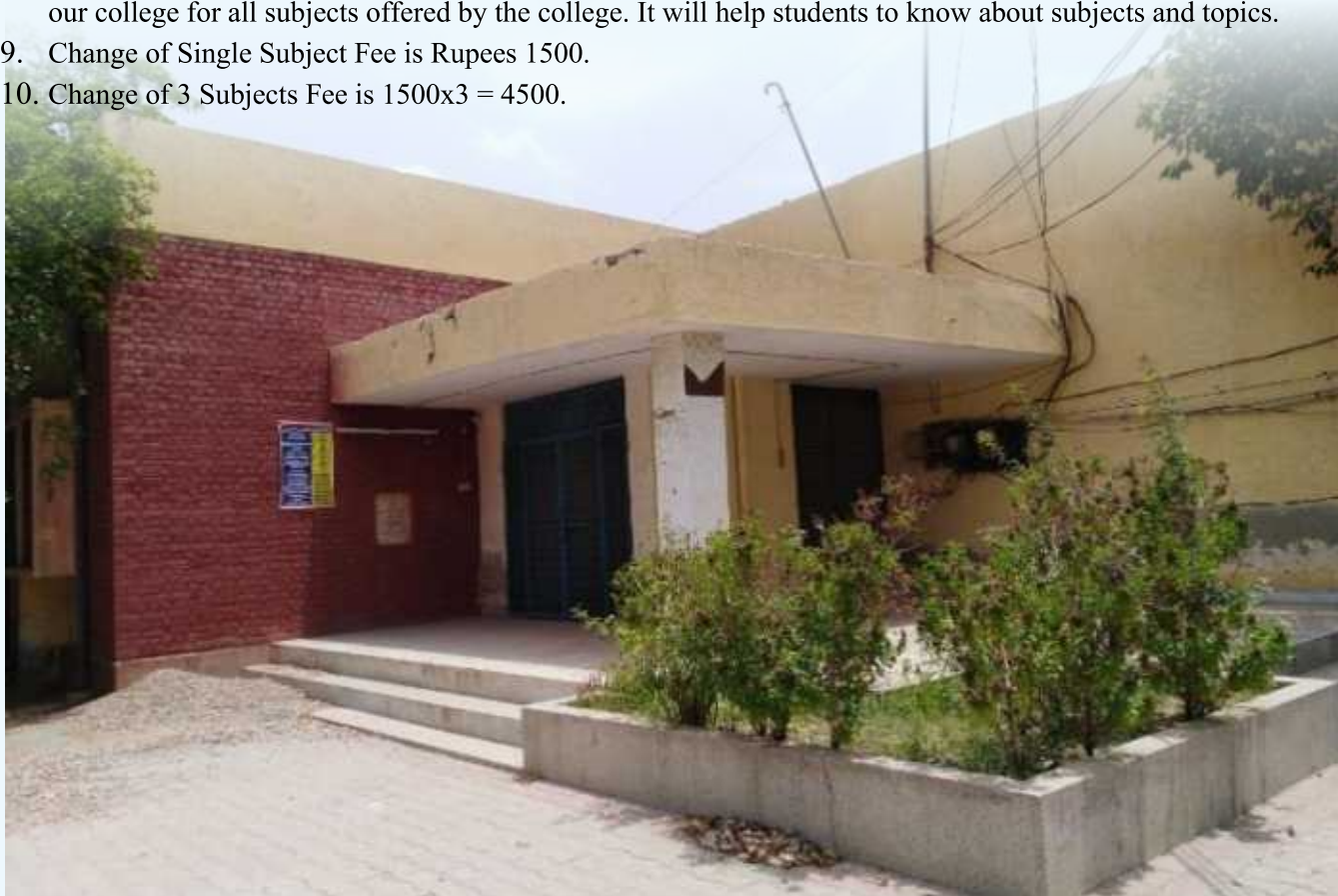
Fee Structure

Funds Name	F.A/F.Sc (Per Year)	BS (Per Semester)
Admission Fee Arts	Rs.80/-	Rs.225/-
Admission Fee Science	Rs.65/-	Rs.175/-
Burka Fund	Rs.100/-	Rs.50/-
Tuition Fee Arts	Rs.600 (Rs.50/Month)	Rs.360 (Rs.60/Month)
Tuition Fee Science	Rs.600 (Rs.50/Month)	Rs.360 (Rs.60/Month)
Board & University Affiliation Fee	Rs.240/-	Rs.360/-
Penalty Fund	Rs.1/- Day	Rs.1/- Day
General Fund	Rs.50/-	Rs.50/-
Sports Fund	Rs.180/-	Rs.90/-
Medical Fund	Rs.50/-	Rs.50/-
Magazine Fund	Rs.120/-	Rs.60/-
Red Cross Fund	Rs.60/-	Rs.30/-
Welfare Fund	Rs.50/-	Rs.50/-
Board/University Registration Fee	Rs.1300/-	Rs.5280/-
Library Rental/Registration Fee	Rs.500/-	Rs.1000/-
Science Breakage Fund	Rs.60/-	Rs.120/-
Arts Breakage Fund	Rs.24/- Per Subject	Rs.24/- Per Subject
Masjid Fund	Rs.100/-	Rs.50/-
Government Hostel Fee	Rs.44/-	Rs.144/-
Hostel Registration	Rs.1000/-	Rs.1500/-
ICS/BS Computer Studies Fee	Rs.300/-	Rs.400/-
Bus Fund	Rs.150/-	Rs.70/-
College Card	Rs.50/-	Rs.50/-
Examination Fee	Rs.180/-	Rs.180/-
Changing Subject	Rs.600/- Subject	Rs.1000/- Subject



INSTRUCTIONS FOR FILLING THE APPLICATION FORM

1. Don't leave any column blank, If NOT APPLICABLE write N/A
2. If Student Name is different on Matric Degree and B-Form/CNIC then student name should be written as given on Matric Degree. Even spellings of Student Name should be same.
3. If Father/Guardian Name is different on Matric Degree and B-Form/CNIC then father/guardian name should be written as given on Matric Degree. Even spellings of Name should be same.
4. Date of Birth should be written according to Matric Degree (Not as on B-Form or CNIC)
 - a. (Important Note: If spellings of Name, Father Name, Date of Birth are wrong on Matric Degree, or these information's are different from B-Form/CNIC then Contact NADRA or BISE for name/date correction as early as possible).
5. Students without B-Form or CNIC No. cannot take admission.
6. For Admission in Inter, Matric should be passed in year 2023:
 - a. Similarly, for admission in BS, Inter should be passed in year 2023.
 - b. Otherwise attach a stamp paper of Rs. 100 comprising on statement that you have never taken admission anywhere before submitting admission form in GGCW Muzaffargarh. (Sample of stamp paper is on next page).
7. Select Subjects **"Carefully"** and according to merit or eligibility criteria.
8. Select Subject Carefully and according to your choice and capacity. Pre-First Year Classes can be attended in our college for all subjects offered by the college. It will help students to know about subjects and topics.
9. Change of Single Subject Fee is Rupees 1500.
10. Change of 3 Subjects Fee is $1500 \times 3 = 4500$.



Sample of Stamp Paper



بیان حلفی

مسماة _____ دختر _____ قوم _____ سکنہ _____ تحصیل و ضلع مظفر گڑھ شناختی کارڈ نمبر _____ کی مستقل رہائشی ہوں۔

- 1۔ میں حلفیہ بیان کرتی ہوں کہ من محلفہ نے میٹرک کا امتحان سال 2023 از رول نمبر 123456 ڈیرہ غازی خان بورڈ سے پاس کیا ہے۔
- 2۔ میں حلفیہ بیان کرتی ہوں کہ من محلفہ نے میٹرک کے امتحان کے بعد اب تک کسی سرکاری / غیر سرکاری کالج یا یونیورسٹی میں داخلہ نہ لیا ہے۔ من محلفی کا بوجہ گھریلو مجبوری / بیماری سال ضائع ہوا ہے۔ میرا داخلہ اگر کسی ادارے سے ثابت ہو گیا تو من محلفہ داخلہ لینے کی حقدار نہ ہوگی۔
- 3۔ میں حلفیہ بیان کرتی ہوں کہ محلفہ اب فرسٹ ایئر (11) میں داخلہ لینا چاہتی ہے لہذا خواتین کالج میں داخلہ دیا جاوے۔
- 4۔ میں حلفیہ اقرار کرتی ہوں کہ میرے بیانات بالا بالکل درست ہیں کوئی راز مخفی نہ رکھا گیا ہے۔

مورخہ: 2023/____/____

العبد

(محلفہ مذکور یہ) _____



Check List of Required Documents

1. Admission Form
2. Affidavit
3. Health Profile
4. B-Form or CNIC of Student.
5. CNIC of Father / Guardian.
6. Matric Degree or Result Card
7. Inter Degree or Result Card (If taking admission in BS Program).
8. Corona Vaccination Certificate.
9. 4 passport size Photographs (mention your name and father name on back of photos).
10. Stamp Paper if your Matric/Inter is not passed in year 2023.



Time Table First Year 2024 GGCW Muzaffargarh.

	1	2	3	4	5	6
8:15	8:30 – 9:10	9:10 – 9:50	9:50 – 10:30	10:30 – 11:10	11:10 – 11:50	11:50 – 12:30
A	<u>Islamiyat</u> A. Mrs. Najeeba: Lec Th 1 K.B B. Mrs. Nadia Lec Th 2 K.B Mon – Wed	<u>Physics</u> A. Mrs. Zarina Phy Lab K.B B. Mrs. Humaira Phy Lab F.B C. Mrs. Fatima Bio Lab K.B <u>Economics</u> A. Mrs. Aafia: R#2 K.B B. Mrs. Perveen: Lec Th#2 M.B	<u>English</u> A. Mrs. Misbah: Lec Th 2 K.B B. Mrs. Naseem: Old Hall K.B	<u>Chemistry</u> A. A. Mrs. Mubashra: Che Lab F.B B. Mrs. Nazia Che Lab F.B <u>Arabic</u> – Mrs. Nadia: Dar-ul- Quran <u>Saraiki</u> – Mrs. Asifa Bibi: Museum <u>Computer Sci.</u> A. Mrs. Humaila Comp Lab Z.B B. Miss Sobia Room 1 F.B <u>Physical Edu.</u> Mrs. Kanwal Old Hall <u>Statistics</u> Miss Saima Bio Lab K.B	<u>Biology</u> A. Mrs. Nadia: Bio Lab K.B B. Mrs. Uzma Che Lab K.B <u>Mathematics</u> Mrs. Rabia Room 1 K.B <u>Psychology</u> Mrs. Azra: Room 2 K.B <u>Islamiyat Elec.</u> Mrs. Farzana Museum K.B <u>Education</u> A. Mrs. Asifa Room 1 M.B B. Mrs. Naseem Lec Th 1M.B	<u>Urdu</u> A. Mrs. Rehana: Room 2 K.B B. Mrs. Rukhsana Old Hall K.B (Bazm-e-Adab Friday) A. Mrs. Rehana: Room 2 K.B B. Mrs. Rukhsana Old Hall K.B
S						
S						
E						
M	<u>Quran</u> <u>Translation</u> A. Mrs. Najeeba: Lec Th 1 K.B B. Mrs. Nadia Lec Th 2 K.B Thu, Fri, Sat	<u>Civics</u> Dr. Saeeda Room 1 K.B <u>Geography</u> Mrs. Farzana Geo Lab K.B <u>History</u> Mrs. Robina Che Lab K. B				
B						
L						
Y						

K.B = Khadija Block F.B = Fatima Block M.B = Mariam Block Z.B = Zainab Block