PABX: (061) 9220012 - 16 Fax: (061) 9220018
Web: www.nfciet.edu.pk Email: nfciet@nfciet.edu.pk

NFC Institute of Engineering & Technology
P.O. Fertilizer Project, Khanewal Road, MULTAN - PAKISTAN

Ref. No.: IET/Notification/Reg./ 1678

Dated: 03-10-2025

NOTIFICATION

Subject: **Item No. 11**
Approval of Grade Improvement Policy and Revised Drop Policy for all BS Degree Programs under Continuous Quality Improvement Process through Academic Council.

Reproduced below is the decision of the Academic Council made in its 16th meeting held on 28-08-2025 for information and necessary action:

Engr. Dr. Syyed Adnan Raheel Shah, HoD Civil Engineering has submitted the following proposal (copy enclosed):

I. It is resolved that under the continuous quality improvement process, HEC introduced a Grade Improvement Policy for undergraduate students of all BS degree programs. Students may be allowed to repeat a course in which they have obtained a grade ≤ 2.5 GPA or Grade C+. In such cases, both the previous and the new grades will be recorded; however, only the better grade shall be considered for the calculation of CGPA and will be recorded on the transcript. The Head of Department may define a maximum of six courses that a student may be permitted to repeat during the span of an eight/ten-semester degree program. In case of CGPA improvement, the revised grade shall be recorded with the notation (I) on the transcript. Students will be allowed to opt for improvement in subjects during summer or regular semesters while enrolled in the degree program or within one year of its completion. No special semester or subject will be offered, and this policy will only apply to running subjects/semesters (similar subjects with old curriculum-if revised). The student with improved grades will not be allowed to claim any position or institutional scholarship. This initiative is designed to support students in improving their academic standing while maintaining fairness and academic standards. It will be implemented from session 2022-onwards.

II. Furthermore, with reference to the implementation of the Drop/Detain System, under the existing education policy, students who fail to maintain the required CGPA of 1.75 within the first two semesters are dropped. This results in many students being deprived of a fair

opportunity to improve their performance. To address this concern, students at risk of being dropped/detained shall be provided with one opportunity through the summer semester (as per HEC Policy, two courses with 8 credit hours max.) to improve their academic standing. Thereafter, the drop/detain system will be enforced following the first summer semester (after the 2nd semester), before that there should be no drop/detaining of students. If, even after availing this summer opportunity, a student fails to secure a minimum CGPA of 1.5 only, then the student shall be dropped/detained. By introducing the three-subject summer semester policy and setting a CGPA threshold of 1.5 (as probation), academically weak students are given a fair chance to recover before dismissal. Through this integrated policy of grade improvement and a revised drop/detaining system, NFC-IET seeks to support struggling students in achieving academic success while upholding institutional standards. It will be implemented from session 2025-onwards.

The case was placed before the Academic Council for consideration/approval.

The Academic Council approved the above-mentioned proposal.

(Engr. Nadeem Hassan)
REGISTRAR

c.c.:

- Staff Officer to Vice Chancellor
- HoD, Civil Engineering
- PA to Registrar