



**Department of Medical Education & Research
Women Medical College
Abbottabad**

Ref No: WMC/DMER/543

Dated: 12/8/2025

**Elective Policy
Undergraduate Medical Students (MBBS)**

1. Purpose

The elective program is designed to provide undergraduate medical students with opportunities to pursue areas of interest beyond the core curriculum. Electives allow students to gain additional exposure to clinical practice.

2. Scope

This policy applies to MBBS students enrolled in clinical years at the institution. Electives are offered as a structured component of the undergraduate curriculum in accordance with Pakistan Medical and Dental Council (PMDC) standards.

3. Objectives of the Elective Program

The elective program aims to:

- Apply theoretical medical knowledge in a live clinical environment and advance understanding of medical conditions encountered in their chosen department
- Demonstrate accurate history-taking, clinical examination, and appropriate documentation skills.
- Enumerate differential diagnoses and identify appropriate diagnostic workups for assigned patients.
- Enhance communication skills with patients, families, and multidisciplinary healthcare teams.
- Observe and appreciate ethical and professional standards in the practice of medicine.
- Understand the relationship between socioeconomic factors, culture, and patient health outcomes.
- Participate in ward rounds, outpatient clinics, emergency cases, and relevant procedures under supervision.
- Strengthen skills in evidence-based medicine and critical appraisal of clinical literature.
- Gain familiarity with hospital systems, protocols, and multidisciplinary teamwork.

4. Eligibility

Students must fulfill the following criteria to participate in the elective program:

- The student must be enrolled in a recognized MBBS programme at a PM&DC recognized medical institution.
- Students from Women Medical College, Abbottabad are given priority placement; students from other colleges are also encouraged to apply.



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- The applicant must have successfully completed at least the Third Professional MBBS examination (or equivalent semesters as per institutional structure) prior to the elective start date.
- The student must have a minimum overall academic average of 60% in all professional examinations taken to date.
- Students who have any outstanding supplementary examinations at the time of application are not eligible.
- Only one department may be selected per elective cycle. Students wishing to rotate in a different department must re-apply in a subsequent cycle.

5. Duration

- Electives shall be conducted during the designated elective period in the academic calendar provided by DMER.
- The duration of electives will typically be 2–4 weeks, as approved by the institution.

6. Application Process

Students must:

- Complete application packages must be submitted in person or by post to: Office of Academic Coordinator Jinnah International Hospital, Abbottabad.
- Soft copies (scanned PDF, clearly legible) may also be emailed to: Jiha.atd@wmc.edu.pk
- Original documents must accompany or precede soft copies for the application to be processed.
- Submission of an application does NOT guarantee a placement. Confirmation letters will be issued by the Elective Office only upon successful review.
- Incomplete applications will not be processed under any circumstances.

7. Assessment and Evaluation

Student performance during the elective will be assessed based on:

- Attendance and participation
- Professional conduct and communication skills
- Achievement of learning objectives
- Completion of assigned tasks
- Submission of logbook

Evaluation will be conducted by the assigned faculty supervisor.

8. Certification

Students who complete the elective will receive a certificate of completion, which will be recorded in their academic record.



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DISCLAIMER — NOC Policy for External Electives (Women Medical College Students)

- Students enrolled at Women Medical College; Abbottabad are advised that No Objection Certificates (NOCs) for external elective programmes at other institutions will only be issued during officially declared academic vacation periods as per the College academic calendar.
- NOC requests submitted during an active academic session, including regular teaching days, clinical postings, professional examination preparation periods, or any other scheduled academic activity, will not be entertained under any circumstances.
- It is the sole responsibility of the student to verify the academic calendar before applying to any external institution. Any elective undertaken without a valid NOC from Women Medical College shall not be recognized by the College, and the student will remain fully accountable for any academic consequences arising thereof.


Principal
Women Medical College
Abbottabad.

Principal,
Prof Dr Salma Aslam Kundi
Women Medical College,

Copy to:

- Principal, WMC
- VP, Clinicals JIHA
- VP, Academic WMC
- Administrator JIHA
- All concerned departments of JIHA.
- IT Manager