

# FATIMA JINNAH INSTITUTE OF DENTAL SCIENCES LAHORE

No. 3514 /FJIDS, LHR  
Dated 14/10 /2025



## POLICY ON ELECTIVES FOR STUDENTS

**Prof. Dr. Armaghan Israr Mirza**  
FCPS (OMFS), FFD RCS (Ireland)  
**Dean**  
Fatima Jinnah Institute of Dental Sciences,  
Lahore

# FATIMA JINNAH INSTITUTE OF DENTAL SCIENCES

## ELECTIVES POLICY

### Administrative Guidelines for Students at Fatima Jinnah Institute of Dental Sciences Pursuing Elective Rotations

Student electives serve as a valuable method for exposing students to diverse learning environments and offer a platform to inspire them to pursue ambitious goals. They also assist students in making informed decisions about their future specialities. At FJIDS, we expect students to frequently embark on electives at prestigious national and international institutes. To ensure a smooth process the following guiding principles have been established:

#### 1. **Permission and Guidelines:**

- Prior permission from the Dean of FJIDS is mandatory for all elective rotations,
- Elective programs can only be pursued during summer holidays as per the academic calendar of that particular year
- Electives must adhere to specified guidelines.

#### 2. **Application Deadline;**

- Applications for elective programs must be submitted to the Director of Medical Education (DME) no later than 6 months before the start date of the elective.

### 3. **Duration and Usage:**

- The maximum duration for an elective is 30 days.
- Each student may avail of this elective opportunity only once during their entire undergraduate program.

### 4. **Schedule of Electives:**

- Electives are scheduled during the third and fourth years of the BDS program.

### 5. **House Job Period:**

- Students during their House job period are NOT permitted to participate in any elective programs.

### 6. **Responsibilities:**

- Each student is responsible for applying, selecting, and arranging travel and accommodation for their elective.
- Parental/guardian involvement is required during these stages.

### 7. **Preparation for International Electives:**

- Students must acquaint themselves with immigration and visa regulations, travel requirements, and health insurance policies for international electives.

### 8. **Professional Conduct:**

- Students representing FJIDS during electives must adhere to the rules and codes of conduct of the host institution.
- They are expected to demonstrate the highest standards of professional behaviour.

### 9. **Indemnity Bond**

- An indemnity bond is required, stating that FJIDS is not liable for incidents such as theft, loss of valuables, illness, disability, death, or legal issues during the elective period

### 10. **Elective Completion and Reporting**

Upon completion of the elective program, the student must:

- Submit a report detailing their experience.
- Provide a timetable of their elective activities.
- Re-join their parent institute (FJIDS).