



UNIVERSITY  
of  
SWABI

# THE UNIVERSITY OF SWABI

Khyber Pakhtunkhwa

## EXAMINATIONS ADMISSIONS FORM

Form S.No. \_\_\_\_\_

STAPLE  
photograph  
attested on  
back side.

PASTE with  
glue  
photograph  
attested on  
frontside.

- Note:** 1. Read the instructions overleaf before filling in the Form.  
2. Incomplete form will not be accepted.  
3. Particular to be filled in by the candidate; in his/her own handwriting

PROGRAMME/DISCIPLINE: \_\_\_\_\_ Regular ☐ Private ☐ Late College ☐

Department/Institute: \_\_\_\_\_ Roll No. \_\_\_\_\_

YEAR/PROF/SEMESTER \_\_\_\_\_ ☐ FALL ☐ SPRING ☐ ANNUAL ☐ SUPPLEMENTARY ☐ IMPROVEMENT ☐

University of Swabi Registration No. \_\_\_\_\_

### PERSONAL INFORMATION (To be filled in BLOCK letters)

1. Name Mr/Miss/Mrs \_\_\_\_\_

2. Father's Name: \_\_\_\_\_

3. Date of Birth: \_\_\_\_\_

4. CNIC# \_\_\_\_\_

5. Permanent Home Address: \_\_\_\_\_

Contact No. \_\_\_\_\_

6. Present / Mailing Address: \_\_\_\_\_

Contact No. of the Candidate \_\_\_\_\_

### 1. ACADEMIC RECORD (To be filled in descending order; Z-A)

S.No	Name Of Examination	Year	Board / University/INSTITUTE	Marks / CGPA Obtained	Total Marks CGPA	Percentage	Division/ Grade
1.							
2.							
3.							
4.							
5.							
6.							

### SUBJECT(S) IN WHICH TO BE EXAMINED:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_  
4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_  
7. \_\_\_\_\_ 8. \_\_\_\_\_ 9. \_\_\_\_\_

### DECLARATION

I, Mr./Miss/Mrs \_\_\_\_\_ Son/Daughter  
of \_\_\_\_\_ do, hereby, solemnly declare that the particulars given above are correct  
to the best of my belief. In case of any wrong information or concealment of facts, I shall be responsible for the  
consequences. Further, I undertake to abide by the Rules and Regulations of the Examination prescribed by the University  
of Swabi.

Signature of the Candidate

Thumb Impression of the Candidate

### FOR OFFICE USE ONLY (Tick the relevant box)

Entries and result checked and found correct  
He / She is Eligible / Not Eligible

<input type="checkbox"/> Y	<input type="checkbox"/> N
<input type="checkbox"/> Y	<input type="checkbox"/> N

Payment Verified  
Allowed / Not Allowed

<input type="checkbox"/> Y	<input type="checkbox"/> N
<input type="checkbox"/> Y	<input type="checkbox"/> N

Remarks if any: \_\_\_\_\_

DA / Suptdt. \_\_\_\_\_ Audit Officer \_\_\_\_\_ ACE \_\_\_\_\_ DCE \_\_\_\_\_

## CERTIFICATE FOR REGULAR STUDENTS

(TO BE FILLED BY HEAD OF INSTITUTE/ COLLEGE/ DEPARTMENT)

Is to certify that:

1. The candidate whose particulars are given overleaf has passed Examination that he is of good moral character and that he/she has signed this examination admission form in my presence
2. He/ She has 75% attendance during the full academic session of 20\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_
3. His / Her attendance / lectures are \_\_\_\_\_% short.
4. He / She bears good moral character.
5. He / She has remitted Rs. \_\_\_\_\_ (in words) \_\_\_\_\_

(Vide Bank Draft No. / University receipt No. \_\_\_\_\_ dated \_\_\_\_\_  
(Attached concerned Receipt in original)

Remarks if any: \_\_\_\_\_

**CHAIRMAN/PRINCIPAL**

Department \_\_\_\_\_

Name: \_\_\_\_\_

Signature & Office Seal \_\_\_\_\_

Date: \_\_\_\_\_

## CERTIFICATE FOR PRIVATE CANDIDATES

(TO BE FILLED BY GAZETTED OFFICER)

Is to certify that:

1. The candidate is known to me and his/her particulars given overleaf that are signed by him/her found correct.
2. He/She is Domiciled at District \_\_\_\_\_
3. He/She has remitted Rs. (in figure) \_\_\_\_\_ (in words) \_\_\_\_\_

Vide University Receipt No. \_\_\_\_\_ Dated \_\_\_\_\_ as Examination Admission Fee.  
(Attached concerned Receipt in original)

Remarks if any: \_\_\_\_\_

**(Attestation Officer)**

Department: \_\_\_\_\_

Name \_\_\_\_\_

Signature & Office Seal \_\_\_\_\_

Dated \_\_\_\_\_

## DOCUMENTS TO BE ATTACHED

(ALL ATTESTED BY THE CONCERNED CHAIRMAN/HOD/PRINCIPAL OR GAZETTED OFFICER AS THE CASE MAY BE)

1. 02 passport size Photograph with white background (01 to be attested on front side & 01 on backside)
2. Photocopy of CNIC
3. Photocopy of Domicile Certificate
4. Photocopy of All previous DMCs
5. Photocopy of All previous Certificates/Degrees
6. Original Migration Certificate (For Fresh Admission to any programme)
7. Original Bank Fee Receipt (Manual PINK Copy + Computerized Copy)

## INSTRUCTIONS

1. Examination Admission Form duly completed in all respects should reach the Examinations Section on or before the due date, failing which late fee will be charged.
2. University Registration Number must be mentioned in the Admission Form.
3. Examination Admission Form and Fee for each semester/year must be submitted separately. No candidate will be allowed to appear in both parts on single Admission Form.
4. Incomplete / unsigned form will not be entertained.
5. Candidate who have passed their BA / BSc / B.Com. Examinations from other Universities and are not registered by this University shall be required to pay **Prescribed Registration Fee along with the Examination Admission Fee.** Such candidate shall also attach **Original Migration Certificate, attested copy of the Degree and attested partial DMC (Transcript) from the concerned chairman.**
6. Fee once deposited is refundable, only if the candidate is ineligible.
7. Two different examinations are not allowed in one session except examination for improvement of division as permissible under the rules.
8. In case of compartment, the candidates, having missed two consecutive chances, shall have to appear as fresh in full Examination.
9. For improvement of division, the candidates will be required to appear in both the Previous and Final Examinations simultaneously or in the Final Examination only. He/she will only have two chances to appear in the coming two Annual & Supply consecutive Examinations.
10. Examination center will be allotted on the basis of the permanent address only
11. Candidates who are not permanently resident of Swabi shall be required to attach domicile certificate.