



Form S. No. _____

Diary No. _____

Date: _____

Sign: _____

THE UNIVERSITY OF SWABI

Khyber Pakhtunkhwa

EXAMINATIONS ADMISSION FORM

Paste 03
photograph duly
attested on face
side.

DISCIPLINE: _____ ☐ Regular ☐ Private ☐ Late College Student

Dept. /Institute _____ Roll No. _____

YEAR/PROF/SEMESTER _____ ☐ FALL ☐ SPRING ☐ ANNUAL ☐ SUPPLEMENTARY ☐ IMPROVEMENT

University of Swabi Registration No. _____

Note: Read the instructions overleaf before filling in the Form.

PARTICULAR TO BE FILLED IN BY THE CANDIDATE; IN HIS / HER OWN HANDWRITING.

PERSONAL INFORMATION (Fill in block letters)

1. Name:Mr/Miss/Mrs _____

2. Father's Name: _____

3. Date of Birth:

--	--	--	--	--	--

4. CNIC #

					--								--	
--	--	--	--	--	----	--	--	--	--	--	--	--	----	--

 (ATTACHED COPY)

5. Permanent Home Address: _____
_____ Contact No. _____

6. Present Mailing Address: _____
_____ Contact No. _____

7. ACADEMIC RECORD:

1. PREVIOUS RECORD: FILL in descending order; i.e. the last exam attended should be entered first

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

(ATTACHED THE LAST DMC)

2. EXAMINATION RECORD OF THE CURRENT DEGREE PROGRAM FROM UNIVERSITY OF SWABI

S.No	Name Of Examination	Institution / Department / College	Marks Obtained / CGPA	Total Marks	Percentage	Division/ Grade
1.						
2.						
3.						

(ATTACHED THE LAST DMC)

7. SUBJECT(S) IN WHICH TO BE EXAMINED:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

DECLARATION

I Mr. / Miss / Mrs _____ Son/Daughter of _____

Hereby solemnly declared 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

FOR OFFICE USE ONLY (Tick the relevant box)

Entries and result checked and found correct

☐ Y ☐ N

Payment Verified

☐ Y ☐ N

He / She is Eligible / Not Eligible

☐ Y ☐ N

Allowed / Not Allowed

☐ Y ☐ N

Remarks if any: _____

DA / Suptdt. _____ Audit Officer _____ ACE _____ DCE _____

CERTIFICATE FOR REGULAR STUDENTS
(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 signed this examination admission form in my presence
- 2. He / She has 75% attendance during the full academic session of 20 _____
- 3. His / Her attendance / lectures are _____ % short.
- 4. He / She bear good moral character.
- 5. He / She has remitted Rs. _____ (in words) _____

(Vide Bank Draft No. / University receipt No. _____ dated _____

Remarks if any:

CHAIRMAN

Department: _____

Name: _____

Signature: _____

Office Seal: _____

Date: _____

INSTRUCTIONS

CERTIFICATE FOR PRIVATE CANDIDATES
(From Gazetted Officer)

Is to certify that:

- 1. The candidate is Known to me and his/her particulars are given overleaf 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)

Name _____

Signature & Office Seal _____

Dated _____

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. All candidates are required to attach three copies of passport size photographs and a copy of Computerized National Identity Card or Domicile certificate duly attested by the concerned Chairman.
- 3. University Registration Number must be mentioned in the Admission Form.
- 4. Examination Admission Form and Fee for each semester must be submitted separately. No candidate will be allowed to appear in both parts on single Admission Form.
- 8. The Last DMC (Detail Marks Certificate) must be attached with the Examination Admission Form.
- 9. Incomplete / unsigned forms will not be entertained.

For private candidates

- 1. 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 will be required to attach **Original Migration Certificate and attested copy of the Degree**.
- 2. Fee once deposited is refundable only if the candidate is ineligible.
- 3. Two different examinations are not allowed in one session except examination for improvement of division as permissible under the rules.
- 4. In case of compartment, the candidates, having missed two consecutive chances, shall have to appear a fresh in full Examination.
- 5. 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. They will have two such chances to appear in the syllabus in vogue of the relevant examination within two consecutive Examinations.
- 6. All candidates are required to attached to attach **three copies of Passport size Photographs and a copy of CNIC or Domicile certificate** duly attested by the Gazetted Officer.
- 7. Examination center will be allotted on the basis of the permanent address only.
- 8. Candidates who are not permanently in the jurisdiction of University of Swabi shall be required to attach domicile certificate.