

 **NUST Business School (NBS)**

 **Course Repetition**

 **Enrollment Form - Spring 2017**

**Reg No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Batch/Section: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Semester\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Number.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CGPA\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Total number of CH\* Number of repeat course \_\_\_\_\_\_\_\_\_\_\_**

(To be attempted in current

 Semester including repeat courses: **\_\_\_\_\_\_\_\_\_\_\_\_**

 **Total Number of CH** (Completed in entire degree**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Current Disposal Promoted Probation Deferment**

 **1st / 2nd / 3rd**

 **Details of Course/s to be repeated:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S/No** | **Course Title & Code**  | **Pre Req cleared** (If Yes, please mention grade) | **Repeat with class batch & Sec**  | **No attempt to register course**(1,2,3) | **Reason of repeating**  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**IMPORTANT INSTRUCTIONS**

**1. Following categories of students may register for repeating the courses only:-**

* **UG Programs**
	+ **To clear ‘F’ grade**
	+ **To improve CGPA**
* **PG Programs**
	+ **To clear ‘F’ grade during the course work.**
	+ **To improve CGPA after the end of course work**

**2. Student shall be responsible for his/her attendance in case of any clash in Make Up / rescheduled classes.**

**3. Adding / Dropping of course(s) is allowed within the first two weeks of start of a semester.**

**4. A student is allowed to drop a registered course latest by 8th week of a regular semester and 5th week of a summer semester with the recommendation of HoD and approval of Dean.**

**5. For EMBA**: **The student of EMBA will be allowed to drop a course any time before the start of the End Semester exam week with an award of letter grade 'W'.**

**6. A student can register for 21 CH maximum including repeat courses in UG program.**

**7. A student can register for 18 CH maximum including repeat courses in MBA program**

***I’ve read and understood the above mentioned instructions and I shall be responsible for my attendance and other academic requirements.***

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student’s Sign& Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DCE’s Signature Date**

Recommended / Not Recommended

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Program Head Date**

**Time Table**

Adjusted / Not Adjusted \*

 \* Reason (if not adjusted)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Prog Coord’s Signature Date**