

## REGISTRATION FALL 2017

Registration process of semesters i.e. (3<sup>rd</sup>, 5<sup>th</sup> & 7<sup>th</sup>) for Fall 2017, will start from **15<sup>th</sup> August, 2017** and end on **25<sup>th</sup> August, 2017**. After 28<sup>th</sup> August, 2017 registration may be allowed till 1<sup>st</sup> September, 2017 with a late fee of Rs. 1000/- . **No registration will be allowed after 1<sup>st</sup> September, 2017 at any cost.**

- Students must strictly follow the registration schedule.

Batch	Date	Discipline	Time	Venue
2016B, 2015B, 2014B, & for all previous batches	15 <sup>th</sup> to 25 <sup>th</sup> August, 2017	Electrical Engineering	09:00 a.m. – 1:00 p.m. 02:00 p.m. – 5:00 p.m.	Academic Department
		Computer Science		
		Software Engineering		

- Fall 2017 time table will be announced on **31<sup>st</sup> August, 2017**
- Deficient /Repeater Students are advised to first see the time table then register.
- Students are advised to register before the commencement of classes – positively.
- There will be no installments in fee payment.**
- The Academic session will commence from **25<sup>th</sup> September, 2017**.

**The fee schedule is given below**

Batches	Department of Engineering	Department of Computer Science
2016B & 2015B (NED)	Rs. 77,500/- including Examination Fee	Rs. 66,500/- including Examination Fee
For all previous batches (HU)	Rs. 74,000/-	Rs. 63,000/-
Course Fee	Rs. 12,500/-	Rs. 12,500/-

### SCRUTINY

The process of scrutiny will be started immediately after the announcement of End Semester Examinations result. If any student is not satisfied with his/her result, he/she may submit the prescribed scrutiny form along with the fee within **15 days** of the announcement of End Semester Examinations result [**for students enrolled with Hamdard University**] and [Application will only be accepted if submitted within 15 days of the announcement of Result for students enrolled with NED University.]

### FINANCIAL AID AND AWARDS

#### Hajiani Amina Hasham Meritorious Scholarship (full waiver)

The Hajiani Amina Hasham Meritorious Scholarship (full waiver) would be awarded to those who:

- Have registered in full semester
- Have secured CGPA 3.85
- Have no disciplinary action against them on record.
- Have not been granted exemption in any course

Three students from each batch would be awarded these scholarships based on the order of merit.

#### Hasham Foundation Scholarship (full waiver)

Hasham Foundation Scholarship would be awarded on need cum merit basis. The Hasham Foundation Scholarship (full waiver) would be awarded to those who:

- Have registered in full semester
- Have secured CGPA 3.50
- Have no disciplinary action against them on record.
- Have not been granted exemption in any course

Three students from each batch would be awarded these scholarships based on the order of merit. Forms' can be filled in UIT Computer Labs from **31st July, 2017 till 04th August, 2017** and submitted online. Hard copies must be submitted in Academic Administration Department. Interviews will be held between **10<sup>th</sup> August, 2017 and 11<sup>th</sup> August, 2017** in respective departments.

**Deadlines must be strictly followed.**

### SIBLINGS CONCESSION

UIT also offers tuition fee concessions for siblings (student's brother or sister should be an existing student at UIT). In the case of siblings one student pays full and the other gets 50% concession in the tuition fee. Separate form has to be filled in UIT Computer Labs for Sibling Concession (if desired and applicable) from **31st July, 2017 till 04th August, 2017** and submitted online. Hard copies must be submitted in Academic Administration Department.

#### Eligibility of Siblings Concession:

Both Siblings must be registered in full semester and secure minimum GPA 2.00 in the semester without any 'F' grade in any course. Please also attach the photocopies of grade sheets along with the sibling's form. [Only one concession can avail by the student either Merit or Sibling]

### ATTENDANCE WARNING

All parents and students are warned well in advance that 'Attendance' requirement has to be strictly followed. **25%** attendance cover is provided for hospitalization or for any genuine eventuality, those who do not have the **75% (Theory & Laboratory) attendance** or miss their periodical examination are subject to be detained from appearing in End Semester Examinations as per statues of Hamdard University/ NED University of Engineering & Technology, Pakistan Engineering Council (PEC), National Education Computing Accreditation Council (NCEAC) and Higher Education Commission (HEC).

**Attendance will be counted from the beginning of the academic session.** No compromise whatsoever will be made in this regard.

### EXAMINATION

A student who misses a quiz/ assignment/ Mid Semester Examination is awarded zero marks in the respective Examination. There is no provision of retake Examination.

**Students and parents can check the attendance and sessional marks weekly on <http://student.uit.edu>**

**Qazi Muhammad Salman**

**Head (Academic Administration & Examinations)**