



NUST COLLEGE OF ELECTRICAL AND MECHANICAL ENGINEERING
APPLICATION FORM –SUMMER/ IMPROVEMENT / COURSES AT OTHER INSTITUTION OF NUST
DURING REGULAR SEMESTER



1. Regn No / CMS ID: _____ 2. Category (GC/PC/ASC/NC): _____
 3. Name: _____ 4. Degree & Syn: _____
 5. Status: (Regular / Deferred) _____ 6. Department: _____
 7. Current Semester: _____ 8. Contact no. _____
 9. Parent's Contact no. _____ 10. Email ID: _____
 11. **Courses opted for improvement.** As follows:-

<u>Ser</u>	<u>Subject Code</u>	<u>Title</u>	<u>Credits</u>	<u>Grade Obtained</u>
a.	_____	_____	_____	_____
b.	_____	_____	_____	_____

12. **Institute Details**

Institute: _____ Semester: _____
 Duration: _____

Note After completion form will be handed over to concerned UG coord

Dated: _____

 (Applicant's Signatures)

13. **Recommended / Not recommended**

UG Program Coordinator _____

Stamp _____

14. **HoD (Concerned Dept)**

Signature _____

Stamp _____

DEPUTY CONTROLLER (EXAM)

15. Verified.

Dated: _____

 (Signatures & Stamp)

PROGRAM COORDINATOR (UNDERGRADUATES) – ASG

16. Verified.

Dated: _____

 (Signatures & Stamp)

ACKNOWLEDGEMENT RECEIPT

CMS ID / Regn No. _____ Name: _____ Dept _____
 Name and signature of receiving Clk _____

Receiving Date / Time _____

P.T.O

17. **Important Instructions.** Sequence of submission of the form will be as follows:-
- a. The applicant will hand over the application form to UG Program Coordinator (Department).
 - b. Department will send the application form to Exam Cell for verification.
 - c. Exam Cell will forward the all applications forms to concerned department.
 - d. On receipt of verified forms from Exam Cell, Department will fwd the same to HQ ASG .
 - e. Improvement cases need a week for processing. Therefore, all cases must be forwarded within 1st week of commencement of the semester. Any case later than 1st week, will not be entertained.