**NUST School of Social Sciences & Humanities**

**Course Repetition Form**

CMS ID/ Name: \_­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Class/Section/ Semester: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell No/ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Details of course(s) opted for Repetition:

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| --- | --- | --- | --- | --- | --- |
| **Ser** | **Course Title** | **CHs** | **Grade** | **Offering Class** | **Reason** |
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1. Registration for course repetition is allowed within first two weeks of regular semester.
2. A student can drop a course latest by 8th week of a regular semester through written application and with the recommendation of HoD. A letter grade of “W” will be awarded for course drop.
3. The student shall be responsible for attendance in case of clash in make-up / rescheduled classes.
4. Max load in semester is 21 CHs for UG, 18 CHs for MS & 12 CHs for Ph.D.
5. The student shall be responsible to register his/her active email address with concerned Batch through S3H IT Staff so as to receive email notification for makeup / rescheduled classes and other updates.
6. No appeals will be entertained after 3rd week of the semester.

 **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Students Signatures**

***(For official use only)***

1. **Verification by Exam Branch:**
2. Semester (Reg/ Def): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (b) CGPA: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Deficiency (Prob count / ‘F’ grades): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Already registered with \_\_\_\_\_\_\_\_\_ course(s) and \_\_\_\_\_\_\_\_ CHs (for regular students only).

 Date:-\_\_\_\_\_\_\_\_\_\_\_\_ Signatures & Stamp

1. **HoD:**

 Recommended / Not Recommended

 Date:-\_\_\_\_\_\_\_\_\_\_\_\_ Signatures & Stamp

1. **Program Coordinator:**

 Time-table Adjusted / Not Adjusted

 Date:-\_\_\_\_\_\_\_\_\_\_\_\_ Signatures & Stamp