 **School of Social Sciences & Humanities (S3H), NUST**

**Course Repetition Form**

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

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

Cell No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Details of Course(s) for Retake:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Ser** | **Course Title** | **CHs** | **Grade** | **Offering Class** | **Reason** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |

1. Registration of course repetition is allowed within the 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 his/her attendance in case of any clash in make-up / rescheduled classes.
4. UG student can register for maximum of 21 Chrs including repeat courses.
5. PG student can register for maximum of 12 Chrs including repeat courses.
6. The student shall be responsible to register his/her active email address with concerned Batch through IT Staff- S3H, to receive email notification for makeup / rescheduled classes and any other updates.
7. In case of any mistake/ error Students will have to register/ withdraw or point out the discrepancy with in first 3 weeks of the semester.
8. *I’ve read and understood the above mentioned instructions and I shall be responsible for my attendance and other academic requirements.*

 **Date:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Students Signature**

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

1. **Verification by Exam Branch:**

Student Status:

1. Semester: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (b) CGPA: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Regular Semester : \_\_\_\_\_Deficiency: Warning \_\_\_\_\_ Probation: \_\_\_\_\_\_with \_\_\_\_\_ F(s)
3. Registered with \_\_\_\_\_\_\_\_\_ course(s) and \_\_\_\_\_\_\_\_ Chrs.

 Date:-\_\_\_\_\_\_\_\_\_\_\_\_ Signature & Stamp

1. **HoD:**

 Recommended / Not Recommended

 Date:-\_\_\_\_\_\_\_\_\_\_\_\_ Signature & Stamp

1. **Program Coordinator:**

 Time-table Adjusted / Not Adjusted

 Date:-\_\_\_\_\_\_\_\_\_\_\_\_ Signature & Stamp