



Certificate Program: _____

CERTIFICATE STUDENT REGISTRATION FORM

Name: _____ Father's Name: _____

Mailing Address: _____

Email: _____ (Res): _____ Cell No: _____

Are you already admitted in any Regular Program at SZABIST Islamabad? YES NO

Have you taken Certificate Courses at SZABIST earlier?

 YES Reg. No: _____ Program _____ NO

- * I wish to register for _____ number of course for credit/non-credit (80% attendance is mandatory).
- * I understand that my acceptance as certificate student is not binding upon the Institute to accept me as a regular student, and that to be accepted as a regular student.
- * I must pass the SZABIST Admission Test within one year from transfer into regular program.
- * I have not applied previously for admission in any program at SZABIST.
- * I have not been dismissed from SZABIST.
- * The pre-requisite requirement has been met.
- * I meet the eligibility criteria of the program of which I have applied as a certificate student. See eligibility criteria on page 2.

NOTE: The certificate courses with a minimum letter grade of C for Bachelor, C+ for Masters, B- for MS and B for PhD students from SZABIST can be transferred into a regular degree program within one year.

- * Certificate Students can only register within the first 2 weeks of the semester.
- * Registration will be notified to confirmed candidates by Admission Office.
- * Maximum 05 courses are transferable in under graduate program, 2/3 courses are transferable in Master's program, For MS, Maximum 2 Certificate Courses may be transferred which were done within the two years from the date of admission. For PhD, Maximum 2 Certificate Courses may be transferred which were done within the last one year from the date of admission
- * Courses will be offered subject to sufficient number of candidates registering.
In case of cancellation of any course, or non-availability of seat, full fee will be refunded.
- * Attach one attested copy of all educational certificates and fee receipt.
- * Submit this form in the Admission Office.

Photo

 Student's Signature & Date

FOR OFFICIAL USE ONLY

Admission Criteria met and documents received. YES NO

 Manager Admissions
(Sign & Date)

The following courses have been assigned:

S.#	Course Name	CH	Semester	Class	Fee
1					
2					
3					
4					
5					

 Program Manager

 Head of Campus - Islamabad
Offer letter issued for the certificate courses. _____
Manager Admissions

Total fee payable: Rs. _____ Total fee paid: Rs. _____

 Finance Office
(Sign & Date)

Reg. No. _____

 Controller Records
(Sign & Date)

ELIGIBILITY CRITERIA

BACHELOR PROGRAMS:

BBA, BSAF, BSBA, BSCS, BSSE, BSAI, BS-Media

3 A' LEVEL passes /12th grade / Intermediate or equivalent with minimum 50% marks.

BSSS & BS-Psychology

3 A' LEVEL / 8 O-Level passes /12th grade / Intermediate or equivalent with minimum 45% marks.

MASTER PROGRAMS:

MBA / MPM / MHRM / EMBA / PMBA

16 years of education with 50% marks or 2.00 CGPA in bachelors / masters from HEC recognized University

MS PROGRAMS:

MS (MSMS, MSPM, MSBA, MSCS, MS-Data Science, MS-CSec & MSCPsyc)

16 years of relevant education with minimum 50% marks or 2.00 CGPA from HEC recognized University

MS (MSDS / MSSS / MSSO & MS-Media Science)

16 years of relevant education with minimum 45% marks or 2.00 CGPA from HEC recognized University

PhD PROGRAMS:

Computing, Management Science & Psychology

18 years of relevant education with minimum 60% marks or 3.0 CGPA from HEC recognized University