



# UNIVERSITY OF ENGINEERING & TECHNOLOGY MARDAN

## Course Re-Registration Form

Semester: Fall 2018      Academic Year: 2018      Registration No. \_\_\_\_\_

Name: \_\_\_\_\_      Father Name: \_\_\_\_\_

CGPA: \_\_\_\_\_ (Out of 4.00)      Mobile No: \_\_\_\_\_      Email: \_\_\_\_\_

Present Address: \_\_\_\_\_

**Detail of course(s) to be registered:**

S#	Course Code	Course Title	Credit Hrs.	Pervious grade
<b>Total Registered Credit Hours</b>				

Latest transcript is attached:      Yes            No     

Fee Payment receipt is attached:      Yes            No     

***I declare that I have read and understood the instructions below and that all the information provided by me in the form is correct to the best of my knowledge.***

Date of submission: \_\_\_\_\_ Student Signature: \_\_\_\_\_

**For Office use only**

The form has been checked & verified.

Assigned class and section: \_\_\_\_\_ Batch Advisor signature & date: \_\_\_\_\_

The data has been recorded.

Semester Coordinator signature: \_\_\_\_\_ Date: \_\_\_\_\_ Stamp \_\_\_\_\_

The form has been received & archived, & the data has been uploaded to CMS server.

CMS Operator signature: \_\_\_\_\_ Date: \_\_\_\_\_ Stamp: \_\_\_\_\_

**Instructions:**

1. The form should be signed by the concerned batch advisor & semester coordinator to verify that the course is being offered in the current semester and to assign class and section to the student.
2. Submit the re-registration form with the CMS operator of the concerned department along with the original fee slip deposited in the prescribed bank.
3. Re-registration form must be submitted before due date, otherwise late fee will be applicable.
4. Use separate re-registration form for courses taken in other teaching departments of UET Mardan.
5. Fee, once deposited, is not refundable, adjustable or transferable (Undergrad Prospectus, Examination fees section).
6. Re-registration fee slip can be obtained from the CMS operator of the concerned department.
7. Re-registration form and fee slip can be downloaded from UET Mardan website [www.uetmarda.edu.pk](http://www.uetmarda.edu.pk).