

Khwaja Fareed University of Engineering and Information Technology, Rahim Yar Khan

APPLICATION FORM FOR FREEZING OF SEMESTER

(To be submitted to the Office of the Registrar)

Department: _____

Program: _____

Application for Freezing of: (Tick Appropriate Box Below)

One Semester (Fall/Spring ____)

Two Semesters (Fall/Spring ____ & Fall/Spring ____)

STUDENT'S PARTICULARS

1. Applicant's Name: _____ 2. Reg. No. _____
(As per Matric Certificate - IN BLOCK LETTERS)

3. Father's Name: _____ 4. Student's CNIC No: _____
(IN BLOCK LETTERS)

5. Reason(s) for Requesting Semester(s) Freeze (Please Attach Photocopies of Supporting Documents, if any): _____

Dated: _____

Contact No.: _____

Signatures of the Applicant

FOR OFFICIAL USE ONLY

HEAD OF DEPARTMENT

Observations / Recommendations: _____

RECOMMENDED / NOT RECOMMENDED

Dated: _____

(Signatures with Stamp)

Forwarded to the Office of the Registrar

OFFICE OF THE REGISTRAR

Observations / Recommendations: _____

Dated: _____

(Signatures with Stamp)

UNIVERSITY RULES GOVERNING FREEZING OF SEMESTER(S)

- A student enrolled in four years' bachelor's degree program can freeze maximum of two semesters throughout the degree duration.
- A student enrolled in two years' master's degree program can freeze maximum of one semester throughout the degree duration.
- Freezing of first semester is not allowed, however under special *hardship circumstances freezing of first semester can be considered by the approval of Vice Chancellor.
*Iddat, Maternity/Delivery, Death in the immediate family or any other subject to acceptance on justified rationale.
- Student can apply for semester freeze before the start of the semester.