



# UNIVERSITY OF AGRICULTURE, FAISALABAD

## Institute of Business Management Sciences

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No. IBMS/ 3221-3232

Dated: 10-09-2020

### NOTIFICATION- III

In exercise of the powers vested upon the undersigned as per provisions of Regulation 3 of the Statutes and Regulations relating to first degree awarded by the University, the candidates indicated in the attached list are allowed provisional admission to **BBA (four years degree programme)** according to prescribed criteria in the mentioned categories during Winter Semester, 2020-2021. The admission of concerned candidates, will however, be subject to terms and conditions as detailed below:

- (1) Their merit has been determined on the basis of data/information i.e. marks obtained in Matric and Intermediate (Part-I) provided by the candidates through on-line system, with the ratio of 40:60 respectively.
- (2) Their admission is purely on provisional basis, which will be subject to declaration of combined Intermediate result. In case a candidate secures minimum 50% marks i.e. 550/1100 (excluding 20 marks of Hafiz-e-Quran) prescribed for above degree program, he/she will continue his/her studies. In case, marks are less than the minimum criteria or he/she fails to pass all the subjects of Intermediate, the admission shall be considered as cancelled without prior intimation/notice. In this eventuality, the dues deposited by the candidate will be refunded on submission of proper application to the Treasurer's office as per percentage and time limit given below:-

% age of dues deposited	Time limit
Full (100%) refund of total dues/hostel dues deposited excluding admission fee	Up to 7 <sup>th</sup> day of convene of classes or depositing of dues whichever is later(*)
Half (50%) refund of total dues/hostel dues deposited excluding admission fee	From 8 <sup>th</sup> -- 15 <sup>th</sup> day of convene of classes or depositing of dues whichever is later(*)
No refund	From 16 <sup>th</sup> day of convene of classes or depositing of dues whichever is later(*)

\* in case where dues were deposited after commencement of classes, the next day from depositing dues will be considered as date of convene of classes.

- (3) In case any candidate quits admission at his/her own under any circumstances, the deposited dues shall not be refunded.
- (4) They will deposit prescribed dues immediately but not later than **16.09.2020**, as detailed below:

Category of applicant	Non Boarder	Boarder
Intermediate (Pre-Medical/Pre-Engineering & Pre-Agriculture other than UAF) candidates	<b>Rs. 46750/=</b>	<b>Rs. 61750/=</b>
Intermediate(Pre-Agriculture) from UAF	<b>Rs. 41000/=</b>	<b>Rs. 54000/=</b>

- (5) The admitted candidates should submit fee voucher, UG-I form and registration form electronically after following the steps as detailed below:

- a. Download voucher of requisite fee prescribed for Boarder or Non boarder separately from University website [www.uaf.edu.pk](http://www.uaf.edu.pk). → Admission → undergraduate. **Deposit fee at home town in any designated Bank Branch through online TBD account and avoid carrying cash to Campus for safety reasons.**
- b. After depositing dues, download courses enlistment form(UG-I) prescribed for above degree as well as University Registration form(E-2) from website and complete the same in all respects. Hard copies of fee challan, UG-I and Registration Form(E-2) are also available in Office of the undersigned.

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c. Hard copy of fee voucher, UG-I and E-2 form complete in all respect and **attested** copies of following educational documents be submitted by hand as a pre-requisite for completion of admission/enrolment formalities. These documents should reach in Office of the undersigned **not later than 16.09.2020**, failing which the provisional admission shall be cancelled without any further notice/information:

- (i) Three attested copies each of applicant and father/guardian Valid Computerized National Identity Card (CNIC). Form "B" in case of under 18 years age. In case, father is not alive, three attested copies of Death Certificate issued by NADRA office.
- (ii) Nine latest coloured photographs of 1.5"x 2" size with light blue background (seven attested photographs from back and two from front).
- (iii) Six attested copies of Matric Certificate or detail marks indicating date of birth/ equivalent certificate. If DMC has been submitted due to non-issuance of Matric Certificate, the applicant should have to submit the same within one year from admission for completion of record, failing which he/she shall not be allowed to continue studies.
- (iv) Three attested copies of character certificate issued by the Headmaster/ Headmistress/Head of Institution last attended degree level.
- (v) Six attested copies of Intermediate (Part-I)/equivalent certificate or detail marks. It should be noted that downloaded detail marks/result card, is not acceptable.

Such candidates are required to submit combined attested Intermediate result card (Part-I &II) alongwith character certificate issued by the Institution last attended in this office **within one month** after declaration of result, failing which they will not be allowed to sit in the classes and appear in mid-term examination.

- (vi) Declaration for studies and undertaking for desisting of Politics on separate judicial papers worth Rs. 200/- each as per specimen displayed on the Notice Boards and available on website.
- (vii) Submission of medical fitness certificate on the prescribed format available on website issued by the Medical Officer of a Government Hospital, MBBS Practitioner (Registered with PMDC) or Medical Officer(s) of University **within one month** after issuance of notification.

**Note: The applicant should bring all original documents of all testimonials for verification at the time of admission in UAF.**

(6) **It should be noted that:**

- (i) After depositing dues/completion of enrolment formalities in a specific degree program, if any candidate desires to change degree (where he/she was selected provisionally but did not deposit dues/ complete admission/enrolment formalities), he/she will be allowed to do so only **ONCE**. This permission will however, be allowed after display of 3<sup>rd</sup> merit list subject to the condition that seat(s) is/are available in the desired program. The candidate allowed shifting of degree programs, will have to pay the difference of dues(between admitted and shifted degree programs), if any. In the case of less dues, the same will be refunded after following the prescribed procedure, time frame given under sub-para 2 of this notification.
- (ii) If any candidate is later on selected in a degree program other than above at Sub Campus or vice versa and is interested to join studies at there, he/she is not required to deposit dues/complete admission/enrolment formalities afresh. The dues, UG-I, E-2 forms with other documents submitted for previous degree, will be transferred to the Faculty/Institute/Sub Campus, **ONCE**. In this case the less or excess dues will be paid/refunded by the candidate/University, as the case may be.

- (7) Those who have been indicated as overage in remarks column, should contact office of the undersigned immediately for submission of proper request addressed to the Vice Chancellor for consideration being Competent authority. However, the authority has right not to relax upper age limit condition to any candidate without assigning reason.
- (8) In case any information/data/document provided/indicated in on-line form or submitted thereafter in the University is found as **BOGUS/TAMPERED/FABRICATED etc.** at any stage of studies, the admission shall be cancelled retrospectively without assigning any reason and the deposited fee shall not be refunded.
- (9) The undersigned being admission authority reserves the right to refuse admission to a candidate without assigning any reason in accordance with the relevant provisions.
- (10) In case of any dispute the decision of the Competent authority, shall be final.
- (11) Errors and omissions, if any, in this notification are acceptable.

**NOTE THAT FEE SHOULD BE DEPOSITED IN HOME TOWN BANKS. AFTER SUBMISSION OF FEE A STUDENT MUST COMPLETE ENROLMENT FORMALITIES UPTO 16.09.2020 IN THE OFFICE OF DIRECTOR, INSTITUTE OF BUSINESS MANAGEMENT SCIENCES.**

**(Prof. Dr. Sarfraz Hassan)**  
Director  
IBMS UAF

A copy of the above is forwarded for information and necessary action to:

1. Convener, Admission Committee.
2. Secretary to the Vice Chancellor.
3. P.A. to Registrar.
4. P.A. to Treasurer.
5. Dean, Faculty of Social Sciences.
6. Senior Tutor.
7. Principal Officer (Hostels)/Chief Hall Warden.
8. Director Admission.
9. Director, ITRCDB.
10. Deputy Registrar (SR).
11. Accounts Officer (Fee).
12. Medical Officer (Male & Female).