



Institute of  
Business Administration  
Karachi

*Leadership and Ideas for Tomorrow*

IBA / PAO / Admission / MBA Evening Fall 2017 / City Campus / 1113 /00041794 / **13945**

June 12, 2017

**Admission Offer- MBA Evening Program - Fall 2017**

**Dear SYED KAZIM JAMAL**

**Congratulations** on your **provisional admission** to the **MBA Evening Program** at IBA, Karachi. We welcome you to a community of meritorious students, highly accredited faculty and the best business education environment in Pakistan.

Please note that your admission is provisional and its confirmation is subject to completion of enrollment process and fulfillment of following requirements:

- Submission of attached 'Fee Paid Voucher', Affidavit and Enrollment Form along with Three Passport Size Photographs, Migration Certificate and two attested copies of:
  - Ø Matriculation / O' Level Certificates
  - Ø Intermediate / A' Level Certificates
  - Ø Graduation Degree
  - Ø Graduation Marks Sheet
  - Ø C.N.I. Card / Birth Certificate
  - Ø Work Experience Letters (where applicable)

The above mentioned documents must reach Graduate Program Office, IBA City Campus latest by **Thursday, June 22, 2017**. Classes of Summer Orientation Program (SOP) will commence from **Thursday, June 29, 2017** at IBA City Campus. Attendance and successful completion of Summer Orientation Program is prerequisite for admission in the MBA program. Fall Semester Classes will commence from **Tuesday, August 22<sup>nd</sup>, 2017**. (SOP fee has been included in the attached fee voucher)

You are also required to attend an '**Orientation Session**' scheduled to take place at **6:30 pm** on **Monday, August 21<sup>st</sup>, 2017** at **IBA City Campus**. Attendance of the orientation session is compulsory.

Wishing you the very best and looking forward to seeing you at IBA.

Yours truly,

Dr. Farrukh Iqbal  
Dean & Director

**This is a computer-generated letter; no signature is required.**

**Main Campus:** University Road, Karachi. UAN: 111-422-422 Tel: (21) 38104700 Ext: 2881 Fax: (21) 99261508  
**City Campus:** Garden/Kiyani Shaheed Road, Karachi. Tel: (21) 38104701, Ext: 1880 Fax: (21) 38103008  
Website: [www.iba.edu.pk](http://www.iba.edu.pk) email: [smunir@iba.edu.pk](mailto:smunir@iba.edu.pk); [jahmed@iba.edu.pk](mailto:jahmed@iba.edu.pk)

# Affidavit

**(To Be Filled And Submitted Along With Fee Paid Voucher)**

1. I, **SYED KAZIM JAMAL** S/D/o..... do hereby declare that I am aware of the Rules and Regulation of the IBA, Karachi and do agree and understand as under:
  - a) That in case I am found to have violated any of the said Rules and Regulation of the IBA, Karachi, my admission to the Institute of Business Administration may be cancelled forthwith.
  - b) That I am aware that a maximum of 'four absences' are allowed in a course in regular semester and a maximum of 'three absences' are allowed in a course in Summer Semester and that if my absences exceed the maximum limit in any course for any reason, I will not be permitted to sit in the final examination of that particular course and will be considered to have failed that course.
  - c) That it is my own responsibility to keep track of the status of my attendance throughout the semester and my cumulative grade point average in different courses at the end of each semester.
  - d) That I shall be required to attend all lectures, seminars, functions and meetings organized by the Institute / Student Societies for the students, besides the regular classes.
  - e) That in case my cumulative G.P.A falls below 2.0 at the end of any semester, including summer semester, my name shall be removed from the rolls of the Institute.
  - f) That if my CGPA falls between 2.0 to 2.2 then I will be put on probation for one semester. During probation I have to improve my CGPA to 2.2 or above in order to keep myself on IBA rolls.
2. I confirm that I shall go through the Program Announcement 2017-2018 and read all the rules and procedures given in the same. I am also aware that ignorance of the rules and the procedures contained therein shall not be accepted as an excuse for any violation thereof on my part.

Signature of the Student.....

Seat #.....

NIC#: **4220185473357**

Date.....

Program.....

**Witness:**

Name.....

Signature.....

NIC# .....

Parent / Guardian / Sponsor