



# COMSATS Institute of Information Technology Lahore

## Semester Registration Card

### REGISTRATION BRANCH

Course Registration/Add/Drop form for Spring 2013

03-02-2013

Reg. No:

Name:

Section:

GPA: 0.00

CGPA: 1.51

Program:

Scholastic Status : DI

#### Proposed Registration-SP13

(student will mark add/drop against each course and use additional lines below, if required. Batch advisor will endorse the request in last column by mentioning add or drop)

Sr	Code	Course Title	CrHrs	To be Register with Batch / Section	Add/ Drop	Batch Advisor Remarks (if any)
1						

Sr	Code	Course Title	CrHrs	To be Register with Batch / Section	Add/ Drop	Batch Advisor Remarks (if any)
<b>F and D Grade Course(s) of this student (please check complete result to avoid discrepancy)</b>						
Sr	Code	Course Title	CrHrs		Course(s) Status	Session of failed course(s)
1	ECO100	Micro Economics	3		D	SP11
2	MGT130	Accounting- I	3		D	FA11
3	ECO101	Macro Economics	3		D	SP12
4	HUM102	Report Writing Skills	3		F	SP12
5	HUM221	International Relations	3		F	SP12
6	MGT210	Fundamentals of Marketing	3		D	SP12
7	MTH109	Business Math II	3		F	SP12
8	MTH161	Introduction to Statistics	3		F	SP12
9	ECO200	Introduction to Development Economics	3		F	FA12
10	HUM102	Report Writing Skills	3		F	FA12
11	HUM200	Business Communication Workshop	3		F	FA12
12	HUM221	International Relations	3		F	FA12
13	MGT230	Accounting II	3		F	FA12
14	MTH161	Introduction to Statistics	3		F	FA12
<b>Student's signature</b>		<b>Signature of batch advisor on behalf of HOD</b>	<b>Signature of assistant registration branch</b>		<b>Signature of AR registration branch</b>	
<b><u>Important Instructions:</u></b> <ol style="list-style-type: none"> <li>1. Fill up the required add/drop of courses and make signature</li> <li>2. Make two photocopies of this form (one for own record, 2nd for DCO office record)</li> <li>3. Submit original copy with one photocopy at the DCO office with receiving and reference number on student copy</li> <li>4. Keep the photocopy with receiving carefully and use the reference number for tracking your request</li> <li>5. Minimum 12 credit hours courses are required to be registered by a student</li> <li>6. Check the previous complete result carefully and MUST register the F grade course</li> <li>7. Students on probation must register the D grades courses as well</li> <li>8. Consult your batch advisor for academic advising (add/drop) as per the schedule on the notice boards</li> </ol>						