# COMSATS Institute of Information Technology Lahore

## Semester Registration Card

**REGISTRATION BRANCH**

Course Registration/Add/Drop form for Spring 2013      **07-02-2013**

| | | | |
|---|---|---|---|
| **Reg. No:** | CIIT/DDP-FA12-BSE-031/LHR | **Section:** | **GPA:** 2.94   **CGPA:** 2.94 |
| **Name:** | FATIMA BINTE HASHMAT | **Scholastic Status :** | GS |
| **Program:** | BSE | **Student Status :** | |

**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 | | | | | | |
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**F, D and W Grade Course(s) of this student (please check complete result to avoid discrepancy)**

| Sr | Code | Course Title | CrHrs | Course(s) Status | Session of failed course(s) |
|---|---|---|---|---|---|
| 1 | | | | | |

| | | | |
|---|---|---|---|
| Student's signature | Signature of batch advisor on behalf of HOD | Signature of assistant registration branch | Signature of AR registration branch |

***Important Instructions:***
1. *Fill up the required add/drop of courses and make signature*
2. *Make two photocopies of this form (one for own record, 2nd for DCO office record)*
3. *Submit original copy with one photocopy at the DCO office with receiving and reference number on student copy*
4. *Keep the photocopy with receiving carefully and use the reference number for tracking your request*
5. *Minimum 12 credit hours courses are required to be registered by a student*
6. *Check the previous complete result carefully and MUST register the F grade course*
7. *Students on probation must register the D grades courses as well*
8. *Consult your batch advisor for academic advising (add/drop) as per the schedule on the notice boards*