



COMSATS Institute of Information Technology Lahore

Semester Registration Card

REGISTRATION BRANCH

Course Registration/Add/Drop form for Spring 2013

05-02-2013

Reg. No: CIIT/FA09-BBA-128/LHR

Name: Saqib Rehman

Program: BBA

Section: C

GPA: 2.28

CGPA: 2.09

Scholastic Status : GS

Student Status : Worker

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	MGT433	Financial Institutions	3	FA09-BBA-B12-B		
2	MGT461	Project Management	3	FA09-BBA-B12-B		
3	MGT501	Strategic Management	3	FA09-BBA-B12-B		

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	HUM102	Report Writing Skills	3	F	SP10
2	MGT210	Fundamentals of Marketing	3	F	FA10
3	MGT230	Accounting -II	3	D	FA10
4	CSC373	Management Information Systems	3	D	SP11
5	HUM200	Business Communication Workshop	3	D	SP11
6	MGT231	Cost Accounting	3	D	SP11
7	MGT232	Business Finance	3	D	SP11
8	MTH264	Statistical Inference	3	F	SP11
9	MTH264	Statistical Inference	3	D	FA11
10	HUM220	Introduction to Psychology	3	D	SP12
11	MGT350	Human Resource Management	3	D	SP12
12	MGT362	Production and Operations Management	3	D	SP12
13	MGT463	Productivity and Quality Management	3	W	FA12

Student's signature

Signature of batch advisor
on behalf of HODSignature of assistant
registration branchSignature 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