



# COMSATS Institute of Information Technology

Defence Road off Raiwind Road, Lahore

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## *Registration Office*

CIIT/FA11-MBT-076/LHR

March 9, 2012

Ms/Mr Sardar Ali,  
DARMAN, TEHSIL SHAKAR GARHD  
DISTRICT NAROWAL, P/O DARMAN  
NAROWAL

Subject: POOR ACADEMIC PERFORMANCE

Dear Madam/Sir,

It is to inform that your ward Qamar Shahzad Registration number CIIT/FA11-MBT-076/LHR has earned scholastic status Probation (PRB) by obtaining less than 2.00 CGPA as per Fall 2011 Semester result notification.

As per policy of CIIT, if a student earns a second consecutive probation by obtaining less than 2.00 CGPA, he/ she is dismissed from the studies.

It is sincerely advised that you should pay attention to the studies of your ward and encourage him/ her to work hard in order to avoid Dismissal (DIS).

Please do not hesitate to contact the undersigned if any information or guidance is required.

Ghulam Jilani  
*Assistant Registrar (Academics)*

CC:

➤ Personal File of student