



BAHRIA UNIVERSITY –ISLAMABAD CAMPUS

SEMESTER FREEZING FORM-MASTER DEGREE PROGREME

(MS, M.Phil Programme only)

1. Enrollment No _____ Reg No _____ Name _____

Father Name _____ Degree Programme _____ Current Semester _____

2. Course register for current semester YES/NO: _____ Reason for freezing _____

3. I, will join again in forthcoming semester Fall _____ Spring _____

Note: (Only one semester can freeze at one time)

Dated: _____

Student Signature

Contact No: _____

4. ACCOUNTS OFFICE

Remarks by Account section: _____

Manager Accounts

5. REMARKS BY THE RESPECTIVE DEPARTMENT

a. It is certified that **courses have been registered** by the student and recommended to freeze with:

Adjustment with Full Fee ☐ Adjustment with Half Fee ☐ Without Fee Adjustment ☐

b. The name of student has been entered in semester freezing list.

Student Advisor
Sig& Stamp

PG Coordinator
Sig& Stamp

Head of department (HoD)
Sig& Stamp

6. (ONLY BE COMPLETE, IF THE STUDENT IS IN 1ST SEMESTER)

Document status /Remarks by the admission office:

Signature & tamp _____

Head Admission Cell

7. Documents status/Remarks by the Exam cell _____

8. Recommended/not recommended by head Examination cell

Head Exam cell

9. Approved/Not Approved

Director Academic

10. For record & action Exam cell

DECLARATION:

- (I). I have qualified the previous semester with CGPA _____
- (II). I have deposited tuition fee of the semester I am going to freeze
- (III). I understand that the university management reserves the right to offer the semester I am going to freeze as and when suits to the university depending upon the availability of faculty and other required facilities.
- (IV). understand that I have to complete my all degree requirements within the given maximum allowed period for the program I am enrolled in and for the semester I am going to freeze no extra time will be allowed to me.
- (v) I understand that full fee and half fee will be adjusted to the next semester if the semester is frozen within 1st and 2nd weeks respectively. I also understand that the semester frozen afterward (till 3rd week from the final examination), No fee will adjusted to the next semester.
- (vi) I understand that I, have to resume the studies in the next semester otherwise my name would be struck off from the university roll.
3. The above instruction have been read and understood.

Student Sig: _____
Name: _____
Enrollment: _____
Date: _____