



School of Natural Sciences

Proforma for New Courses Registration (UG Students)

- Note:** (a). Adding/Dropping of course(s) is allowed within the first two weeks of the start of a semester.
 (b). A student can also withdraw a course latest by 8th week of a regular semester with the recommendation of HoD and approval of Dean. A letter grade of "W" will be awarded.

| | | | | | |
|------------------------|------------------------|------------------------|--------------------|--------------|--|
| Name of student | | Regn # | | Batch | |
| Semester | Spring / Fall / Summer | Dept/Discipline | MATHS / PHY / CHEM | | |
| Contact Details | Cell | | Email | | |

| Course Code | Course Title | Credit Hours | Pre-requisites | |
|------------------------------|--------------|--------------|----------------|-------|
| | | | Course | Grade |
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| TOTAL CREDIT HOURS: - | | | | |

- Note:** (a). This is to certify that all the above mentioned course(s) are new. I hereby declare that I have passed the pre-requisite(s), if any of the mentioned courses and total CHs do not exceed 18 (21 in exceptional cases). I shall be responsible for any wrong information.
 (b). If the result is awaited in pre-requisite course(s), the course will be registered. However, if student obtain F grade in a pre-req course, the course will be de-registered provided that the student succeeds to convert the grade from F to D (Please see F to D form).
 (c). I am aware of my study plan (students who have availed deferment / suspension).

Name of Student's Advisor: _____ Student's Signatures: _____ Date: _____

-----*(For Official Use only)*-----

Manager Program Coordination:

This is to certify that the courses selected by the student are in accordance with the approved working paper.

Signatures: _____ Date: _____

Advisor Recommendation:

Recommended/ Not Recommended

Signatures: _____ Date: _____

Head of Department

Approved / Not Approved.

Signatures: _____ Date: _____