



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
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).

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: _____