NATIONAL DEFENCE UNVIERSITY ISLAMABAD

Examination branch

Form no: AFCC-12

Application Form for Change of Course

To: The Controller of Examinations
National Defence University, E-9, Islamabad

Sir,

I request for permission of change of my subject of _____ Semester, of the National Defence University, Islamabad. The necessary Particulars are given below:-

1. Name:_____ _____
2. Father's Name: _____ (in block letters)
3. Registration No: _____ 4. Roll no. _____
5. Department: _____ 6. Program_____
7.

Courses have been offered by my Dept in the current semester Fall/Spring _____	Courses I want to replace with
a. _____	a. _____
b. _____	b. _____
c. _____	c. _____
d. _____	d. _____
e. _____	e. _____

8. Date of start of commencement of classes:_____

9. I under take to abide by the rules and regulations of the National Defence University Islamabad.

Note: . A student may change/drop course(s) within 15 days from the commencement of semester on the recommendations of the teacher and the HoD of the University's department/college or a constituent/affiliated Institute/Center/college concerned. No change or drop of the registered course(s) shall be allowed after 15 days of the commencement of semester.
Please attach copy of receipt of fee for current semester.

DATED: _____ _____

SIGNATURE OF APPLICANT

10. I allow the student to change the course at para 7 ( ) offered by the dept

Teacher Concerned (Name):_____

(Signature): _____ _____
Head of Dept

11. I allow the student to select the course being taught by me at the dept of _____.

Teacher Concerned (Name):_____

(Signature): _____ _____
Head of Dept

12. The above named student is allowed/ not allowed to change the course. The request of the student is in order. Finance Branch please collect/receive fee of Rs. _____(Repeat Course/ Additional Course) in addition to Semester Charges of Rs. _____.

_____
Signature of DD Finance (HEC component)

For Examination branch

_____ _____
Date **Asst Controller of Examinations**
For Controller of Examinations