

UNIVERSITY OF ENGINEERING AND TECHNOLOGY TAXILA

APPLICATION FORM FOR RE-MID

(To be submitted to the Chairman of Concerned Department)

Department: _____ **Entry:** _____

STUDENT'S PARTICULARS

1. Applicant's Name: _____ 2. Regd No. _____
(As per Matric Certificate - IN BLOCK LETTERS)

3. Father's Name: _____ 4. Student's CNIC No: _____
(IN BLOCK LETTERS with CONTACT NUMBER)

5. Address: _____

6. Reason(s) for Requesting "Re-Mid" (Please Attach Photocopies of Supporting Documents, if any): _____

I may please be granted the permission of Re-Mid Examinations in the following courses of (Fall / Spring 20__) Semester:

<u>S No</u>	<u>Course Title</u>	<u>Credit Hours</u>	<u>S No</u>	<u>Course Title</u>	<u>Credit Hours</u>
1.			2.		
3.			4.		
5.			6.		

Signature with CNIC No.
(Father / Guardian)

Signature of the Student

FOR OFFICIAL USE ONLY

Case No: _____
(To be entered by Chairman's Office)

Dated: _____

RECOMMENDATIONS OF DEPARTMENTAL SEMESTER COMMITTEE

Observations / Recommendations: _____

a. Member 1: _____
(Name and Signature)

b. Member 2: _____
(Name and Signature)

c. Member 3: _____
(Name and Signature)

d. Chairman: _____
(Name and Signature)

CHAIRMAN OF DEPARTMENT

APPROVED / NOT APPROVED

Dated: _____

(Signature with Stamp)

UNIVERSITY RULES FOR RE-MID EXAMINATION

1. A student may request for the Re-Mid Examinations, if for some genuine reasons (beyond his control), he fails to appear in a mid-semester examination.
2. For the request of Re-Mid, the student will apply on a prescribed Form "**FORM UG-III (Re-Mid Exam)**" to the Chairman of the concerned department, who will refer the case to the Departmental Semester Committee for consideration. The Departmental Semester Committee will make its recommendations based on the genuineness of the case.
3. In case the student is allowed for Re-Mid in a course by the Chairman of the Department on the recommendations of the Departmental Semester Committee, he would be allowed to take only Mid Semester Examination of that course on payment of prescribed fee.
4. The Re-Mid must be held before the starting of End Semester Examination, failing which will automatically be converted to zero Marks.
5. Fee for Re-Mid Examination is Rs. 1000/- per course.
6. In case of repetition/improvement of a course during regular semester, no request for Re-Mid exams or 'I' grade will be entertained.