



UNIVERSITY OF SARGODHA

Registration Branch

No. SU/Reg./ 1252
Dated 31/10/2022

The Principals / Directors,
All the Affiliated Government / Private Colleges,
University of Sargodha,
Sargodha

Subject: ADMISSION SCHEDULE FOR UNDER-GRADUATE PROGRAMS (ANNUAL SYSTEM) FOR AFFILIATED COLLEGES (SESSION 2022-23)

The Vice-Chancellor is pleased to approve the Admission Schedule / Schedule of Registration Return / University dues etc for **Under-Graduate programs (Annual System)** for the session 2022-23 at the Affiliated Colleges (Govt. / Private), as per following detail:

(A) 1ST CATEGORY

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|---|--------------------------|
| 1. Date of commencement of admissions | 01-11-2022 |
| 2. Date for closing of admissions | 30-11-2022 |
| 3. Last date for deposit of university dues | 01-12-2022 |
| 4. Submission of Registration Return | 02-12-2022 to 16-12-2022 |

(B) 2ND CATEGORY

- | | |
|--|--------------------------|
| Dates for admission with late fee
@ Rs. 400/- per student | 01-12-2022 to 15-12-2022 |
| Last date for deposit of University dues | 16-12-2022 |
| i) Submission of Registration Return | 17-12-2022 to 30-12-2022 |

(C) 3RD CATEGORY

- | | |
|---|--------------------------|
| Dates for admission with late fee
@ Rs.500/- per student | 16-12-2022 to 30-12-2022 |
| Last date for deposit of University Dues | 03-01-2023 |
| i) Submission of Registration Return | 04-01-2023 to 18-01-2023 |

Note: No return will be accepted after January 18, 2023 in any case.

4. UNIVERSITY DUES/SHARES

- i. Registration Dues/ University share shall be deposited for **Under-Graduate Programs (Annual System)** classes as per detail given below:-

D) FEE DETAIL FOR PRIVATE COLLEGES ONLY

Sr. #	Discipline (s) (Annual System)	Program (s)	Registration fee	Sports fee	Enrolment fee	Collection fund/Univ. Share
1.	Commerce	Associate Degree in Commerce (02-Years)	Rs. 3500/-	Rs. 200/- (Per Student)	Rs. 900/- (Per Student)	Rs. 2000/- per student per annum
	i. Associate Degree in Science ii. Associate Degree in Arts	Associate Degree programs (02-Years)	Rs. 3500/-	Rs. 200/- (Per Student)	Rs. 900/- (Per Student)	Rs. 2000/- per student per annum

E) FEE DETAIL FOR GOVT. COLLEGES ONLY

Sr. No.	Discipline (S)	Duration	Registration fee	Sports Fee
01	Associate Degree in Science Associate Degree in Arts Associate Degree in Commerce	2-Years (Annual System)	Rs.3500/-	Rs.200/- (Per Student)

TERMS & CONDITION: -

- i. The university dues/shares must be deposited in any branch of Habib Bank Limited in account No. **00427991796303**, on computer generated bank challan voucher. The Challan form can be downloaded from University website www.su.edu.pk. Demand Draft, Banker's Cheque and hand written bank challan etc. will not be acceptable. The challan form must bear the detail of discipline and break up of fee.
- ii. All Affiliated Colleges/Institutions/Department etc of UOS should submit Registration Return, discipline wise, alongwith its revised enclosures (Annexure A, B & C), complete in all respects with in due date. Incomplete Registration Return/without its enclosures will not be acceptable and returned to the quarter concerned forthwith. Further, the quarter concerned will be responsible for any loss that may occur to the students. The Registration Return alongwith its revised enclosures can be downloaded from University website www.su.edu.pk.
- iii. **After the expiry of the Schedule**, Registration Return from any of the affiliated colleges shall not be accepted. However in special cases considering the genuineness of delay after the last date of admission in 3rd category, Registration Return can be accepted with actual dues + special fine of **Rs.5000/-** Per student. However, no admission will be accepted after **(30-days)** of the last date of admissions in the third category.
- iv. Excess amount of one academic session shall not be carried forward to next session.
- v. In case of struck off / dropout / left over / migrated students of Affiliated Colleges, the college management is bound to submit a list of such students duly verified by the Controller of Examinations to Registration Branch **within 15 days** from the last date of submission of Registration Return, University share of such students may be waived off only.
- vi. The discrepancies, if any, will be communicated to the colleges via letter. Affiliated Colleges must remove those discrepancies **within 15 days** of receipt of the letter.
- vii. No admission can be withdrawn or transfer to another discipline once the Registration Return is submitted to the University.

5. ELIGIBILITY

- i. The eligibility of students shall be determined for each discipline as per eligibility criteria of the University (attached).
- ii. **Admission of compartments and supplementary exam is not allowed.** The Colleges should not, therefore, grant admission to Supplementary / Compartment students of Intermediate classes and / or in violation of merit / eligibility criteria. However, in extraordinary circumstances, when vacant seats are available, the Colleges may admit students with one subject compartment on provisional basis in Associate Degree programs (2-years) only under intimation to the University and submit the separate list of such students at the time of admissions. Registration Return of such students shall have to be submitted within 14-days of announcement of result of supplementary exam, failing which the dues and fine shall be calculated according to the running category of submission of Registration Return.

24

- iii. In case of AIOU students, only those students will be eligible to get admission for session 2022-23 who have completed their previous degree by Fall 2021 or earlier.
- iv. **Upper age limit** for admissions at Under-Graduate level is **30 years** for Affiliated Govt. / Private Colleges. Admission of overage students shall not be accepted at all.
- v. All documents (**Notification by Affiliation Branch, CNIC, last Result Card / Transcripts, Registration Form**) must be submitted along with Registration Return. **No student shall be issued registration number provisionally.**
- vi. Due care should be taken while making admissions and reporting them in Registration Return from Eligibility point of view. For every ineligible student included in Registration Return, a fine of **Rs. 2000/-** per student shall be levied **upon College Management.**

6. The Principals / Directors of Affiliated Colleges / Institutes are requested to follow the above mentioned Admission Schedule in letter and spirit.


 (AMJAD HUSSAIN JANJUA)
 Deputy Registrar (Registration)
 31-10-22 for Registrar

Distributions:

- Chairman, Affiliation Committee
- Controller of the Examinations
- Treasurer
- Resident Auditor
- Deputy Registrar (Affiliation)
- Office Copy
- Dealing Staff (to inform the affiliated colleges)
- Web Master (with the request to upload on University website)

C.C.

- Secretary to Vice-Chancellor
- P.A to Registrar

