



**INSTITUTE OF GEOGRAPHICAL INFORMATION SYSTEMS (IGIS)
SCHOOL OF CIVIL & ENVIRONMENTAL ENGINEERING (SCEE)
NATIONAL UNIVERSITY OF SCIENCE & TECHNOLOGY (NUST)
H-12 SECTOR, ISLAMABAD, PAKISTAN, LANDLINE: +92-51-90854401**

JOINING INSTRUCTIONS UG BE GEOINFORMATICS-2024

Introduction

1. **Institute of Geographical Information Systems (IGIS)**, School of Civil & Environmental Engineering (SCEE), National University of Sciences & Technology (NUST) is a prime Institution of the country offering high quality education in Geoinformatics Engineering, and Remote Sensing and GIS. IGIS offers Bachelor of Geoinformatics Engineering Degree besides MS and PhD Programs and remains in the forefront as a constituent Institute of NUST in promoting sound geospatial education characterized by quality, extensive research, and global exposure. Graduates of the NUST are developed to deliver in the technology and business-intensive environment of today and meet the challenges of the highly competitive world of tomorrow.

2. Careful reading and understanding of the information contained in this document will help the student's smooth transition to this new phase of their academic life. An overview of various aspects of training and administration is provided to help you settle down during the first few weeks. We look forward to meeting you and pursuing your degree program successfully at IGIS.

Aim.

3. To apprise students and their guardians on the following aspects: -
- Documents to be submitted on arrival (*Detailed Program is attached as Annex-A*)
 - Orientation program
 - Handbook for Undergraduate Students
(<https://nust.edu.pk/downloads/student-handbooks/>)

Registration

4. All students will be registered with NUST and allotted a registration number within first two weeks of Fall Semester.

Conferment

5. BE Geoinformatics program is based on academic and research requirements as prescribed by NUST Statutes/ Policies and PEC's guidelines. Upon successful completion, students will be awarded BE Geoinformatics Degree by NUST, duly accredited by Pakistan Engineering Council (PEC).

Schedule

6. Geoinformatics Engineering program will commence at Institute of Geographical Information Systems (IGIS), NUST Campus, H-12 Sector Islamabad with effect from 09th September 2024. Classes will be held for five days a week, from 09th September 2024. Fall Semester 2024 will be of 18 weeks duration. Breakdown of the course is as under: -

a. Orientation	1 Week	(02 Sep 2024 - 06 Sep 2024)
b. Fall Semester	18 Weeks	(09 Sep 2024 - 12 Jan 2025)
c. Fall Semester Break	02 Weeks	(13 Jan 2025 - 26 Jan 2025)
d. Spring Semester	18 Weeks	(27 Jan 2025 - 01 June 2025)

Orientation Plan

7. NUST is arranging an Orientation Week for the Freshmen from 02nd to 06th September 2024. NUST Orientation Committee has planned various activities for the freshmen to enhance your awareness about NUST facilities and the scope for social entrepreneurship (Detailed Program is attached). It will be a very interesting and beneficial program for the new entrants. You are advised to attend the Orientation Week for better awareness of the University administration, infrastructure, labs, and sports facilities. It will make your entry to NUST memorable and lasting. NUST Orientation Committee will approach and invite you separately to this program. Please confirm your availability or otherwise to NUST Orientation Committee to make necessary arrangements in this connection once they approach you.

Training Facilities Available at the Campus

8. The Institute offers following facilities: -

a. **Library**

A purpose-built spacious library is located within the building for the students. Library has variety of relevant books on Geoinformatics, Remote Sensing & GIS, computer, history, Islam, and other general topics in both hard and soft form. In addition, latest books, journals, and magazines are purchased on regular basis to supplement the resources already held.

Access to National and International Databases. Line and wireless internet facility is available in the library to access SCEE Library and other HEC E-Database. Access to various online research related databases is also available.

b. **Computer Labs.** Well-equipped computer labs are available to the students. Latest, state of the art computers and software are available for academic and research work. Internet facility is available throughout the campus in the form of LAN and WAN.

c. **Training Aids.** Multi-media, view graphs, slide projector, digital cameras, etc.; are available in the classrooms.

- d. **Stationery:** Students can purchase stationery from campus stationary shops.

Joining Procedure

9. Students residing in NUST Hostels will report on 01st Sep 2024 while Day scholar / students residing outside NUST campus will report on 02nd Sep 2024 at 0900 hours at IGIS reception desk in SCEE building. On arrival, the students will sign the arrival register placed at the reception office of IGIS. Documents collection program is attached as per Annex A.

Documentation

9. Students should bring along following documents: -
- a. Original National Identity Card along with 4 attested photocopies
 - b. Six (6) passport size and Four (4) “1x1” photographs
 - c. Original SSC, HSSC (or equivalent) along with 4x photocopies of each certificate duly attested. (***Keep photocopies and scanned copies for your personal record for subsequent use***) as your original documents will be retained by Institute.
 - d. O/A level examinations equivalent certificates from IBCC (along with statement of result).
 - e. IBCC attested copies of SSC and HSSC
 - f. Original NUST selection letter / Admission Fee Challan.
 - g. **Forms.** The following attached forms should be filled, signed, and submitted upon joining: -
 - (a) Personal Information Performa Annex B
 - (b) Undertaking (on Rs.100 stamp paper) Annex C
 - (c) Particulars of wards of defence service personnel Annex D
 - (d) Undertaking by students and parents/guardians Annex E
 - (e) Medical Fitness Certificate Annex F
 - (f) Registration Form – Undergraduate Programs Annex G

General Information

10. **Accommodation.**
- a. Students interested in hostel accommodation should download the Hostel-Accommodation Form from the NUST website on following link:
<https://nust.edu.pk/downloads/hostel-accomodation-form/>

- b. NUST students requesting hostel accommodation will be provided with furnished rooms. However, the students shall bring their own bedding, i.e., bed cover, pillow with cover, blanket, etc.
- c. The students who have been already allotted hostel accommodation may arrive on **dates already provided by hostel authorities** and proceed to their designated hostels.

11. **Dress Code / Outfit / Clothing.** To maintain academic dignity and sanctity of the educational institution, faculty and students are supposed to wear decent and sober dress. The purpose of the dress code is to provide basic guidelines for appropriate dress code to be followed in NUST campus rather than imposing strict restrictions / enforcement of dress code. It is also assumed that faculty and students of NUST being highly educated, while realizing the norms / culture of university will dress up in a dignified manner. Guidelines on dress code for students are as under: -

a. **Male Students**

(1) **Summer**

- (a) Dress trouser with shirt. Tie optional.
- (b) Shalwar Kameez with a waist coat.
- (c) Closed Shoes / Closed Chappals with straps (Slippers not allowed).
- (d) Safari Suit.

(2) **Winter**

- (a) Dress trouser – Shirt with coat or Sweater / Jacket.
- (b) Closed or open Collar – Lounge suit / combination.
- (c) Shalwar Kameez with waist coat / coat
- (d) Closed Shoes / Closed Chappals with straps (Slippers not allowed).

b. **Female Students.** Sober and decent clothing (both summer & winter).

c. **Guidelines for Students.** Students in compliance of the dress code shall avoid wearing following during classes: -

- (1) Shorts and sleeveless shirts.
- (2) T-Shirts / dress bearing language or art, which appears to be provocative or indecent and is likely to offend others.
- (3) Shabby or torn clothing.
- (4) Jogging or exercise clothing during classes.
- (5) Untidy, gaudy, or immodest dress in classrooms, cafeteria and university offices.
- (6) Unprofessional attire in formal programs and interviews (i.e., jeans, multicolored clothes, casual shoes etc.).
- (7) Putting on excessive makeup or wearing expensive jewelry (Female students).

Wearing of any type of Turban is not allowed in NUST premises.

12. **NUST Identity Card.** All students will be issued temporary identity cards on arrival. However, permanent NUST identity cards will be issued later. Students will be responsible for the safe custody of their identity cards.
13. **Accuracy of University Records.** Students are expected to furnish accurate and complete information on all university forms and documents, including applications for admission and financial aid, references, local and home addresses and for other types of records. Provision of any inaccurate / concealment of information may lead to termination from the institute.
14. **Attendance/Leave.** Students are required to get the leave sanctioned in advance on prescribed leave application form. Leave application form is to be submitted only for genuine emergencies. However, 75% attendance is mandatory for the students to take a semester exam in each subject. Students are required to be present in the classroom as per the training program.
15. **Discipline.** Political activities are strictly forbidden on NUST premises, and all students are required to give a written undertaking at the time of joining that they will refrain from politics during their stay at NUST. The following practices are considered unacceptable for the students:
 - a. Theft or damage to the property of Institute or of property of a member of Institute community or the property of a visitor to school or abetment to any of the above.
 - b. Conduct of those results in conviction of a crime or crimes in a court of competent jurisdiction may subject a student to disciplinary action including suspension or expulsion.
 - c. Possession of firearms, explosives, dangerous chemicals or other weapons on campus, or the display or use of the above to intimidate, frighten or control individuals.
 - d. Engaging in conduct which obstructs or disrupts teaching, research, administration, disciplinary procedures, or other activities of the institute.
 - e. Keeping pets/animals, cassette players etc., or possessing any morally/religiously objectionable printed material.
 - f. Using drugs and smoking on the Campus.
16. **Academic Honesty**
 - a. SCEE (IGIS) requires all students to adhere to high standards of integrity in their academic work. The school follows a zero-tolerance policy for activities such as plagiarism and cheating. Students found involved in such activities are subject to serious disciplinary action.
 - b. Plagiarism is defined as the use, whether by paraphrase or direct quotation, of the published or unpublished work of another without full and clear acknowledgment. Cheating includes giving or receiving of unauthorized assistance on quizzes, examinations or written assignments from any source

not approved by the instructor. Examples of cheating include but are not limited to: -

- (1) Submitting someone else's work as one's own with or without the permission of the individual concerned.
 - (2) Allowing someone to copy one's work.
 - (3) Using a writing service or having someone else to write a paper for oneself.
 - (4) Using someone else's work without proper citation.
 - (5) Submitting collaborative and/or group work as one's own.
 - (6) Stealing a test or question paper from a teacher's office.
- c. Taking a course and/or examination for another student.
 - d. Using unauthorized materials during a test or exam.
 - e. Possession of cell phone or any other electronic gadget that can help during exam.

17. **Scholarships & Financial Assistance.** Awarded as under: -

- a. Various organizations also offer Scholarship/Financial Assistance.
 - b. **NUST Need Based Scholarship.** Scheme available to enable financially under-privileged but talented students to acquire higher education on NUST campuses. Salient features of the scheme are:
 - (1) Scholarship is based on assessment of need and merit as well as availability of funds.
 - (2) Scholarship awarded for full duration of the programme in which the student is enrolled. Minimum CGPA of 2.5 is mandatory.
 - c. **Deferred Payment.** Such needy students who are unable to pay the fee shall be allowed deferred payment on case-to-case basis. A beneficiary will be required to pay a minimum of 50% in each semester and the remaining 50% amount on graduation in easy installments.
 - d. **Fund for Needy SCEE Students.** SCEE has established a fund titled as "Fund for Needy SCEE Students" to help the students who are unable to bear the expenditure of their studies and have not been able to earn the financial support from other sources. In this connection two sources of donations are identified: -
 - (1) Regular monthly donations by the SCEE Faculty and Staff Officers.
 - (2) Contribution out of the share of SCEE from earnings of projects executed by SCEE Institutes.
18. **Rules/Regulations.** The Institute follows semester system of teaching. Grade is awarded on a variable grading system. Students will be briefed about academic regulations on joining.
19. **Transport Facility for Day Scholars.** Pick and drop facility on selected routes will be provided on payment after student's feedback within one week of commencement of course.

20. **Mess.** All students utilizing the hostel facilities will dine in respective hostel mess and would be required to clear mess bills on monthly basis. They will become members of the mess on the day of reporting.
21. **Opening of Bank Account.** All students intending to open bank account in Habib Bank Limited at H-12 Sector, Islamabad should bring 4 attested copies of CNIC along with original. Students not in possession of ID card may use supplementary ATM of their parents' bank accounts. (Bank Tel No's: 051-9085 1591, 9085 1593)
22. **Personal Transport.** Students joining the hostel are allowed to bring bicycle only at the time of joining. Other transport car/motorcycle will require prior permission of Hostel Management.
23. **Handbook.** Soft copy of Undergraduate Student's Handbook is available (link) to be read carefully.
24. **Access to Email, Qalam and Campus Wi-Fi:** Once given to students, Qalam ID shall be used as email account, access to Qalam and Campus Wi-Fi.

NUST Email Policy

- a. The NUST Email Policy is intended for NUST domain-based email only.
- b. You are responsible for maintaining the security of username and password.
- c. It will be users' responsibility to take backups of emails on your computer on regular basis.
- d. Use strong password including alphanumeric and special characters.
- e. Password should be changed on regular basis.
- f. In-case password is lost, user is required to approach IT Support Services.

Email Retention

- a. NUST emails shall be retained on the server as long as user account is officially active.
- b. For graduated students, six (06) months duration shall be provided prior deactivation of email account.

Email Storage Quotas

- a. The minimum email quota shall be 50GB for all email users.
- b. In addition to email storage, 1TB of Microsoft OneDrive cloud storage shall also be available to all registered email users.
- c. Information sent on to an insecure email address through auto forwarding of email from a NUST email to a non NUST email address, i.e., a personal email address, is not allowed.

- d. All official correspondence will be on given NUST Email ID.
- e. You are responsible for your Emails and data on OneDrive.

25. **Contact Persons - IGIS**

- a. Deputy Controller
of Examination Lec. Junaid Aziz Khan
Office: 051-90854494
Cell: 0345-3587770
dce@igis.nust.edu.pk
- c. Focal Person Orientation: A/P Syeda Maria Zafar
Office: 051-9085 4475
maria@igis.nust.edu.pk
- d. Academic Branch: Mr. Naveed Ahmed
Office: 051-9085 4425
Cell. 03216911648
naveed@igis.nust.edu.pk

26. **Important Notice for Parents**

- a. Under the provision of Para 33 (a) Chapter V of NUST Statues/ Regulations, a student shall **Not be allowed** to appear in the final examination of a subject in which his/her attendance is less than 75%, and he/she shall be awarded “XF” grade in that subject. The “XF” grade so obtained shall only be cleared by repetition of the course whenever offered.
- b. An online system, Qalam (*a portal for interaction between faculty and students*) is being used for maintaining students’ attendance, grading, financials etc. Students will be given a username and password for accessing Qalam portal. Parents can use their ward's Qalam credentials for checking the attendance status online any time during the semester.
- c. Along with Qalam there is another online system, Learning Management System (LMS) which is used for sharing course contents with students. Students will be provided with LMS credentials for accessing LMS portal and they will be required to enroll in all the courses on LMS under the assigned section.

Arrangements. All incoming private mail will be placed at the Reception Office next to the main entrance of the respective hostel building. Registered letters will be handed over personally. Postal address will be as follow: -

- (a) **For Students**
Student's name
Hostel’s name, Block & Room no.
National University of Sciences& Technology (NUST)
H-12 Sector, Kashmir Highway, Islamabad.

- (b) **For IGIS Office**
NUST Institute of Civil Engineering (IGIS)
National University of Sciences & Technology (NUST)
H-12 Sector, Srinagar Highway, Islamabad.

Note: - Post Office facility is also available in NUST Campus

27. **Important Notice for Parents**

- a. Under the provision of Para 33 (a) Chapter V of NUST Statues/ Regulations, a student shall **Not be allowed** to appear in the final examination of a subject in which his attendance is less than 75%, and he shall be awarded “XF” grade in that subject. The “XF” grade so obtained shall only be cleared by repetition of the course whenever offered.
- b. An online system, Qalam (*a portal for interaction between faculty and students during whole academic cycle*) is being used for maintaining students’ attendance, grading, financials etc. Students will be given a username and password by UG Academic Section of IGIS for accessing Qalam portal. Parents can use their ward's Qalam credentials for checking the attendance status online any time during the semester.
- c. Along with Qalam there is another online system, Learning Management System (LMS) which is used for sharing course contents with students. Students will be provided with LMS credentials (Same as Qalam credentials provided by Acad section) for accessing LMS portal and they will be required to enroll in all the courses on LMS under the assigned section.

Date: _____ Aug 2024

Program Coordinator
(Juanid Aziz Khan)

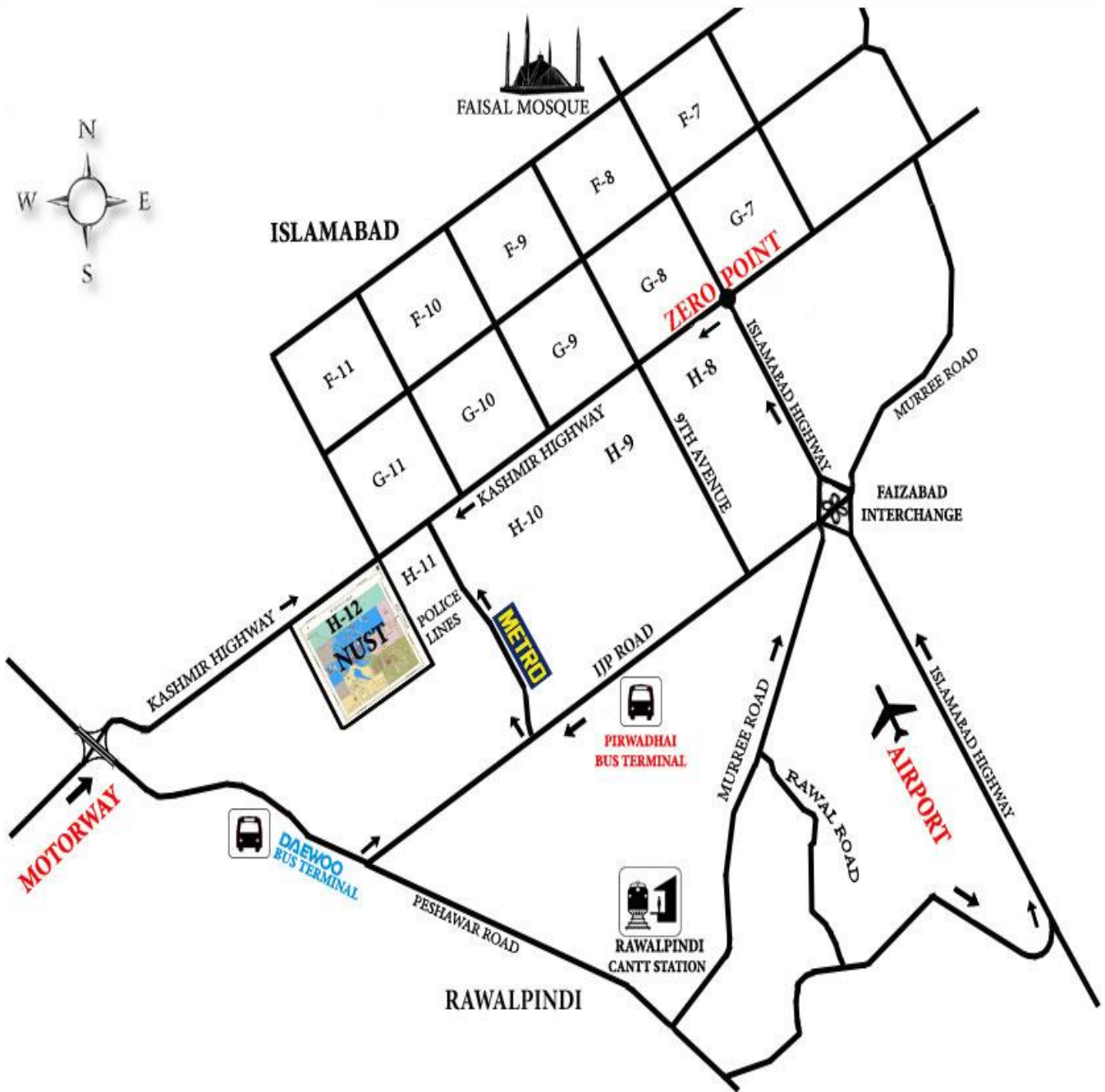
Enclosures

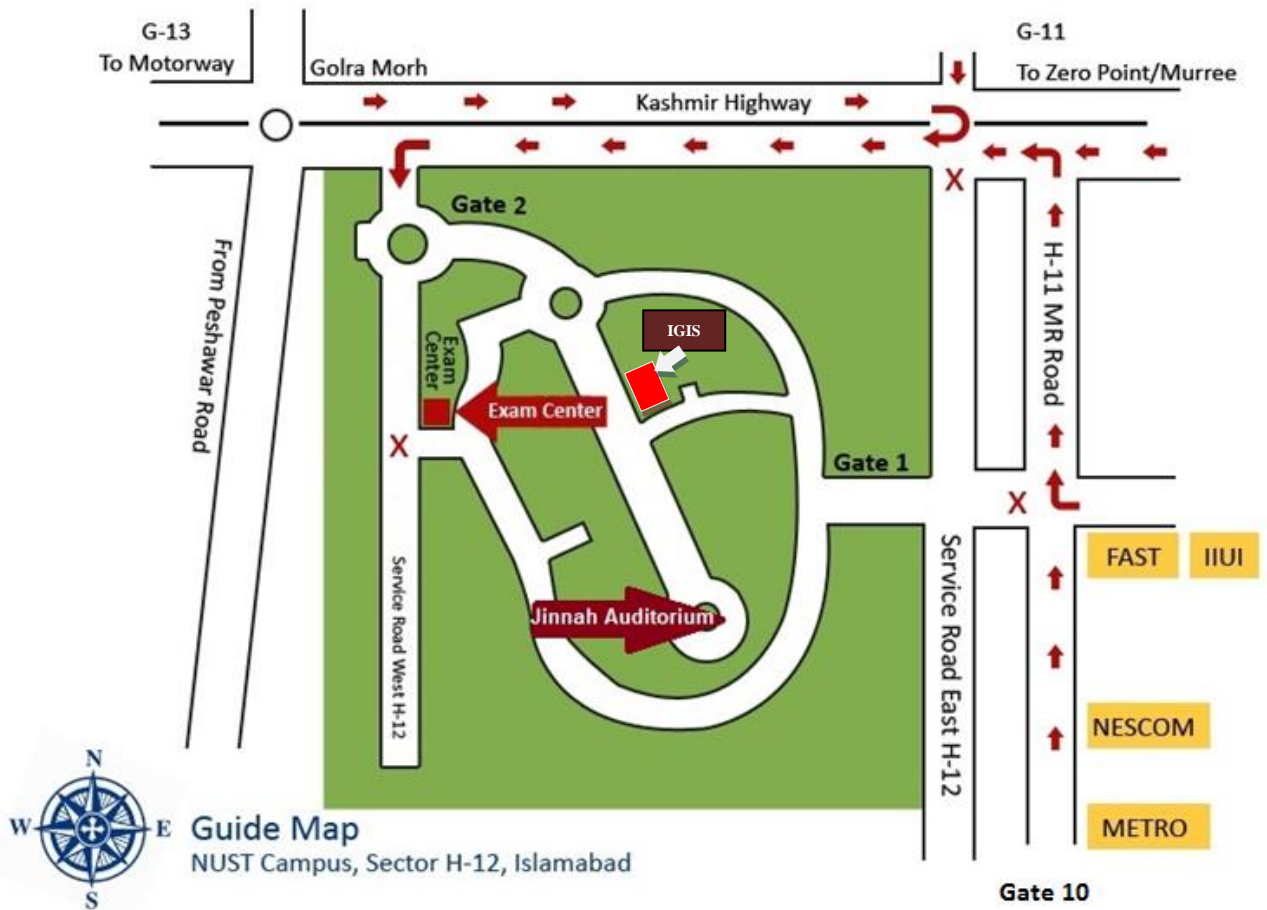
- | | |
|---|---------|
| 1. Orientation Program | Annex A |
| 2. Personal Information - Student | Annex B |
| 3. Undertaking on Stamped Paper | Annex C |
| 4. Particulars of wards of defense service personnel's | Annex D |
| 5. Undertaking by Students & Parents/Guardians
(Responsibly to abide by rules/regulations) | Annex E |
| 6. Medical Fitness Certificate | Annex F |
| 7. Registration Form – Undergraduate Programs | Annex G |
| 8. Undertaking for deposit of original documents | Annex H |

Check List

1. Annex A, B, C, D, E, F, G & H are read, filled, and signed up.
2. Photographs and documents are arranged as per instructions.
3. Blood group is mentioned on Medical Fitness Certificate (Annex-F)

NUST-IGIS Directional Map





<https://goo.gl/maps/qrYjWtQPgnHtiKJk7>

**SCHOOL OF CIVIL & ENVIRONMENTAL ENGINEERING (SCEE)
NATIONAL UNIVERSITY OF SCIENCE & TECHNOLOGY (NUST)
H-12 SECTOR, ISLAMABAD**

ORIENTATION PROGRAM OF SCEE – 2024

Day-1 (Monday 2nd Sep 2024) – For Parents		
Time (Hours)	Events	Venue
1000-1130	Briefing and QA Sessions with Parents Only*	Jinnah Auditorium
1130-1200	Tea Break	Jinnah Auditorium
1200-1300	Principal & Dean’s Session (SCEE Presentation + Alumni Talks)	SCEE Seminar Hall
Day-1 (Monday 2nd Sep 2024) – For Students		
0900	Reception and Welcome at SCEE (NICE)	
0900-1100	Registration / Documents Collection	NICE- Room 110, 113 & 115 IESE- Room 25 IGIS - Room 26
1030-1100	Alumni Talks	SCEE Seminar Hall
1100-1130	Tea Break	Main Lobby SCEE
1200-1300	Principal & Dean’s Session (SCEE Presentation + Alumni Talks)	SCEE Seminar Hall
1300	Batch Photo	SCEE Lawn
1300	Lunch & Prayer Break	Open
1300	Departure to Convocation Ground for OG Activities	Convocation Ground NUST
Day-2 (Tuesday 3rd Sep 2024)		
Time (Hours)	Events	Venue
0900	Reception at respective Institutes	Respective Institutes
0900-1230	Ice Breaking Activities	Respective Institutes
1300	Lunch & Prayer Break	Open
1400-1700	Life at NUST	Jinnah Auditorium
1730-2130	Sports Opening Ceremony & Exhibition Matches	NBS Sports Ground
Day-3 to Day 5 (Wednesday 4th Sep to Friday 6th Sep 2024)		
Time (Hours)	Events	Venue
0900-1300	Inter-School Visits	

* All parents will be guided straight to Jinnah Auditorium for address at 0930 hours while all the students of SCEE (NICE, IESE and IGIS) will proceed to SCEE (IGIS) for documentation/ registration

*Respective Institutes will establish their desks at Gate-01 and Gate-02

AFFIDAVIT

(By the student & Parents / Guardian)

I _____
Son / Daughter of _____
NUST Registration No. _____, Merit No. _____
granted provisional admission in (Program) _____
at NUST hereby certify that I have read the provisional selection letter and attached Instructions regarding Admission (UG), issued to me and I have deposited the admission dues in time for session 2024.

I hereby declare that my all academic requirements and documents are complete and correct as per eligibility criteria and there is no deficiency. I further certify that my (strike out which is not relevant):-

- a. Matric / FA / FSc results are with more than 60% marks and in required subjects / group with no deficiency.
- b. Equivalence certificates (O & A level / 9-12 grade / high school diploma / IB / any other equivalent foreign qualification) duly issued by IBCC, Pakistan are with more than 60% marks and in required subjects / group.
- c. Required ACT score is equal to OR more than 25 as per eligibility criteria and not older than 2 years.
- d. Required SAT score is equal to OR more than 550 in each subject and are not older than 2 years.(For Business Studies / Social Sciences programmes selectees only)
- e. Required Law Admission Test (LAT) score is more than 50% (For LLB selectees only).
- f. Entered academic marks / ACT / SAT Scores in online application form are same as per my original certificates / mark sheets / scores reports.

If any document is found incorrect or any deficiency is observed at any stage, or entered academic marks, ACT/SAT Scores in online application form differ from the actual ones, my admission can be cancelled at any stage at my risk and cost.

I solemnly declare that I will abide by the rules and regulations of NUST as enforced at present and made from time to time by the university authority in future. I further declare that I will not take part in any political activities or agitation and will be regular in paying of university dues and will be punctual in attending my classes. Decision of university administration is not liable to be challenged in any court of law. If I violate the above affidavit, I shall be liable to the appropriate strict disciplinary action includes, but is not limited to, fines, penalties, suspension, expulsion, or legal proceedings as deemed necessary by NUST.

Name of the Student: _____
CNIC No. _____
Signature: _____
Date: _____

Countersigned By Parents / Guardian

Signature: _____
Name: _____
CNIC No. _____
Date: _____
Address: _____

Note: This affidavit has to be made on Rs. 100/- stamp paper and has to be stamped and signed by Oath Commissioner / Notary public.

NATIONAL UNIVERSITY OF SCIENCES AND TECHNOLOGY (NUST)
SCHOOL OF CIVIL AND ENVIRONMENTAL ENGINEERING
INSTITUTE OF GEOGRAPHICAL INFORMATION SYSTEM (IGIS)
SECTOR H-12, ISLAMABAD, PAKISTAN, LANDLINE: +92-51-90854401

PARTICULAR OF WARDS OF DEFENCE SERVICE PERSONALS

Name of Student: _____

Program: _____

Father's / Mother's Name: _____
(Who is serving or retired from Army/Navy/Air force)

Service No: _____

Rank: _____

Arm / Svc / Department: _____

Last Appointment Before Retiring: _____

Alive / Deceased: _____

Photocopies of discharge certificate / pension book in case of retired personnel's may also be attached.

Signature of the Parent

Signature of the student

Date: _____

Date: _____

UNDERTAKING

(By the Students & Parents / Guardian)

I, _____ son / daughter of _____, student of _____ programme, hereby certify that I have read the joining instructions carefully and that during my stay at NUST, I shall be responsible to abide by the rules/regulations mentioned therein. I understand that I will be liable to appropriate disciplinary action for any misconduct or misbehaviour. I hereby declare that my all academic documents (including Matric / FA, FSc results, equivalence) are correct if found in correct at any stage, university has the right to cancel admission / take strict disciplinary action against me.

Name of the Student: _____

CNIC No: _____

Signature: _____

Countersigned By Parents / Guardian

Signature: _____

Signature: _____

Name: _____

Name: _____

CNIC No: _____

CNIC No: _____

Date: _____

Date: _____

Address: _____

(Note: Please deposit this certificate duly *completed*)

Medical Fitness Certificate

Roll No/Registration No: -----

Name: -----

Father's Name: -----

Gender: -----

Age: -----

(Photograph)

1. Weight: ----- (kg) Height ----- (cm) BP -----

2. Lungs: ----- Blood Gp. -----

3. Heart: -----

4. Vision: Left Eye ----- Right Eye ----- Details of Glasses (if worn): ----

5. Hearing: -----

6. Any Impediment in Speech: -----

7. Any Disability: -----

8. Any Neurological / Psychiatric disease, (if yes, please give details). -----

9. Suffering from Hepatitis B / Hepatitis C / HIV (AIDS) -----

10. Any significant Disease Diagnosed in the past: -----

11. Vaccinated (Yes/No/Partially). -----

12. Taking any medicine on regular basis (if yes, please give details). -----

13. Allergies if any: -----

14. Any Communicable / Contagious Disease: -----

15. Mark of Identification: -----

I certify that I have examined Mr / Ms ----- Son / Daughter of ----- who is an applicant for admission to Undergraduate/ Postgraduate Program at NUST and could not notice that he / she has any physical or mental disease and is FIT for undertaking studies.

<i>Signature of Doctor with legible seal</i>	<i>Signature of Candidate (In presence of Doctor)</i>
PM & DC No:	
<i>Dated:</i>	<i>Dated:</i>

Note for Candidate: Please present your medical fitness certificate at the concerned NUST College/School at the time of joining.

MEDICAL STANDARDS FOR ADMISSION

Study at NUST demands good physique and stamina. An applicant must have sound health so as to bear the strain of the course.

NATIONAL UNIVERSITY OF SCIENCES AND TECHNOLOGY (NUST)
SCHOOL OF CIVIL AND ENVIRONMENTAL ENGINEERING
INSTITUTE OF GEOGRAPHICAL INFORMATION SYSTEMS (IGIS)
SECTOR H-12, ISLAMABAD, PAKISTAN, LANDLINE: +92-51-90854401

UNDERTAKING

1. I, _____ S/O/D/O _____
do hereby solemnly affirm that if I fail to deposit my original documents
(SSC/HSSC/O/A Levels) before 30th October 2024, I will not be allowed to sit in 1st
Semester examination and my registration will be cancelled.

2. I have entered correct marks of SSC/HSSC or O&A level equivalence in my
online application form for NUST admission and all my SSC/HSSC or O&A level
equivalency documents are attested by Inter Boards Coordination Commission
(IBCC). I also hereby affirm that if any discrepancy is found in my entered marks at a
later stage, I will be withdrawn from the University irrespective of my merit and
Semester.

Dated: _____ 2024

Name: _____

Address: _____

I, _____

Father/guardian of

do hereby endorse the above undertaking.

Dated: _____ 2024

Name: _____

Address: _____

Note:

This undertaking must be provided on a Hundred Rupee Stamp paper duly attested /
stamped by OATH COMMISSIONER.

Documents Check List – UG CE-2024

Name: _____

Regn No. _____

1	4x attested copies of ID Card / B Form.	
2	6x PP size and 4 (1x1) photographs.	
3	SSC (Original Sanad)/O Level Equivalence-IBCC (As per eligibility criteria (min 60% marks in SSC/HSSC is also mandatory))	
4	SSC (Provisional Result Card)/O Level Statements of Result	
5	HSSC (Original Sanad)/A Level Equivalence-IBCC	
6	HSSC (Provisional Result Card)/A Level Statements of Result	
7	SSC & HSSC (Original Sanads) IBCC attested	
8	4x attested copies of SSC & HSSC certificates.	
9	Original NUST selection letter / Admission Fee Challan.	
10	Personal Information - Student	(Anx-B)
11	Undertaking (Rs. 100/= Stamp paper)	(Anx-C)
12	Particulars for Wards of defense services personnel (if applicable)	(Anx-D)
13	Undertaking (by the students & Parents/Guardian)	(Anx-E)
14	Medical fitness certificate	(Anx-F)
15	Registration Form – Undergraduate Programs	(Anx-G)
16	Undertaking for deposit of original Documents	(Anx-H)