



UNIVERSITY OF SARGODHA

No. SU/Reg./ 115
Dated 05/01/2022

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

Subject: ADMISSION SCHEDULE FOR GRADUATE PROGRAMS (ANNUAL SYSTEM) FOR AFFILIATED COLLEGES (SESSION 2021-23)

The Vice-Chancellor is pleased to approve the admission schedule / Schedule of Registration Return / University dues etc for **Graduate programs** (Annual System) for the session 2021-23 at the affiliated colleges (Govt. Private), as per following detail:

1. Date of commencement of admissions 07-01-2022
2. Date for closing of admissions 21-02-2022
3. **Last date for deposit of university dues** 22-02-2022
4. Submission of Registration Return 23-02-2022 to 07-03-2022

(B) 2ND CATEGORY

1. Dates for admission with late fee of Rs. 400/- per student 22-02-2022 to 08-03-2022
2. **Last date for deposit of University dues** 09-03-2022
3. Submission of Registration Return 10-03-2022 to 21-03-2022

(C) 3RD CATEGORY

1. Dates for admission with late fee of Rs.500/- per student 09-03-2022 to 16-03-2022
2. **Last date for deposit of University Dues** 17-03-2022
3. Submission of Registration Return 18-03-2022 to 25-03-2022

Note: No Registration Return will be accepted after 25 March, 2022 in any case.

4. UNIVERSITY DUES/SHARES

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

D) FEE DETAIL FOR PRIVATE COLLEGES ONLY

Sr. No.	Discipline (s) (Annual System)	Program (s)	Registration fee	Sports fee (Rs. 100/- per term/Ann.)	Enrolment fee (Rs. 450/- per Ann.)	Collection fund/Univ. Share
1.	M.A M.Sc	M.A M.Sc	Rs. 3500/-	Rs. 200/-	Rs. 900/-	Rs. 2500/- (per student p a)

E) FEE DETAIL FOR GOVT. COLLEGES ONLY

Sr. No.	Discipline (S)	Duration	Registration fee (per student)	Sports Fee (Per student)
1.	M.A M.Sc	2-Years (Annual System)	Rs.3500 -	Rs.200 -

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. In case of 3rd category an additional amount **Rs.1000/-** shall be charged for delay in deposit of University dues provided that Registration Return has been submitted within given time limit.
- ii. All affiliated colleges/institutions/Department etc of UOS should submit registration return, discipline wise, alongwith its revised enclosures (Annexure A to D), 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, registration return can be accepted with actual dues + special fine of **Rs.5000/-** Per student provided that at least **two months (60 days)** are left for the terminal examinations.
- iv. Excess amount of one academic session shall not be carried forward to next session. However, it may be claimed as refund case through Treasurer, University of Sargodha.
- 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 date of admission. University share of such students will be waived off. However, this relaxation will not be applicable for students struck off in the one year programs.
- 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. Beyond **15-days** registration return shall be treated as final and calculation of dues and fine shall be made accordingly.
- vii. No admission can be withdrawn or transfer to another discipline once the registration return has been submitted to the University.
- viii. **20 % surcharge per month** will be received on arrears of the registration/enrollment/sports fee and University share (if any).

5. ELIGIBILITY

- i. The eligibility of students shall be determined for each discipline as per eligibility criteria.
- ii. Admission of candidates with **compartments** and **supplementary** exam in the same academic year is not allowed.
- iii. In case of **AIOU** students, only those students will be eligible to get admission for session 2021-23 who have completed their previous degree by Spring-2021 or earlier.
- iv. **Upper age limit** for admissions at Graduate level has been fixed at **40 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, N.O.C, 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.

Z. Raizha 05/11/22
Additional Registrar (A&R)
 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)