



**UNIVERSITY OF BALOCHISTAN, QUETTA**  
*Office of the Registrar*

The Chairman,  
Department of \_\_\_\_\_  
University of Balochistan,  
Quetta.

Subject: **APPLICATION FOR READMISSION.**

With due respect, I got admission in the Department of \_\_\_\_\_  
due to continuous absence from attending the classes, my name has been struck off the roll of Department  
on dated \_\_\_\_\_.

It is therefore requested kindly to allow me readmission as permissible under the University  
Rules.

**My Particulars are as under:**

1. Name: \_\_\_\_\_ S/D of \_\_\_\_\_
2. Department: \_\_\_\_\_ 3. Class: \_\_\_\_\_
4. Date of Admission (according to Fee Challan): \_\_\_\_\_
5. Date request for readmission: \_\_\_\_\_
6. Period in between struck off and request for readmission: \_\_\_\_\_
7. Previous record of readmission (if any): \_\_\_\_\_

\_\_\_\_\_  
*Signature of Student*

**VERIFICATION OF THE CHAIRPERSON/DIRECTOR**

No. \_\_\_\_\_

Date: \_\_\_\_\_

The above mentioned particulars submitted by the applicant are correct/incorrect and is recommended/no recommended for readmission. The attendance record of the applicant is as under:-

Month	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	Cumulative %Age Attendance
%Age Attendance											

\_\_\_\_\_  
**Chairperson/Director**

Department of \_\_\_\_\_  
*Signature with Stamp*

\_\_\_\_\_  
**Dean**

Faculty of \_\_\_\_\_  
*Signature with Stamp*

Recommendation of the Academic/CAC Committee:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Chairman**  
Academic Committee

(See overleaf the existing readmission policy)

### Rules for Readmission

1. Attendance of lectures, practical, tutorials & field work is compulsory for all students.
2. The name of a student who remains absent from the classes without proper leave for a period of 15 consecutive days, shall be struck off the roll of the department.
3.
  - i) A student whose name has been struck off the rolls, may be readmitted for valid reason within two weeks during the same academic year to the same class. This readmission will, however, be allowed by respective faculty Dean on the recommendation of the Chairperson of the Department. Fee for readmission will to **Rs. 1000/-** (One Thousand Only).
  - ii) If a student fails to apply for readmission within the above stipulated period, then He/She will be given two more weeks to apply for readmission to the Academic Committee headed by the Dean, Student Affairs. In such a case the readmission fee will be **Rs. 2000/-** (Two Thousand Only). However, after one month no readmission case will be entertained in any circumstances.
  - iii) The readmission not covered in “3(i) & 3(ii)” will be dealt by Central Admission Committee headed by Pro-Vice Chancellor.
4. Each student will be required to complete minimum of **75%** of attendance in lectures and practical separately to be eligible to appear in the concerned examination.