



Office of the Controller of Examinations

University of Swat

(Kanju Campus)

No.162/UoS/IOG/Exam-19

Dated:02/08/2019

Notification

It is notified for the information of all those candidates of the University of Swat who have successfully completed their BS(4 or 5 years) /Master (1.5 or 2 years) degree programs in Spring Semester 2018 and wish to appear in Improvement of Grade(s) examination. Following is the schedule of registration/examination;

| Last date for registration | Date of commencement of examination | Date of submission of results |
|----------------------------|-------------------------------------|--|
| August 28, 2019 | September 12, 2019 | Within 10 days of the termination of examination |

The following instruction shall strictly be followed;

1. A student desirous for improvement of grade(s) from grade B or below in selected course(s) may be allowed by the Head of relevant department/centre/Institute with the approval of the Controller of Examinations.
2. Fee for Improvement of grade examination shall be three times more than the ordinary fee (per course).
3. Such improvement shall be allowed for not more than FOUR courses in BS (4 or 5 years) and not more than TWO courses in Master (1.5 or 2 years) degree programs.
4. If a student fails to improve his/her grade, the previous result shall stand.
5. If a student fails to improve his/her grade on first attempt, he /she shall not be eligible to avail second attempt.
6. Only those candidates will be allowed to appear in such examination who has submitted their written request according to the above mentioned schedule.
7. Those candidates who have already submitted their applications and allowed by the Controller of Examinations, need not to apply.
8. Those students who have obtained their original degrees shall not be eligible for Improvement of grade examination.

Responsibilities of Departmental Semester Coordinator:

1. Submission of application forms complete in all aspects with attested copy of transcript, fee receipt and a picture duly attested by HOD concerned to the office of the Controller of Examinations on August 30, 2019.
2. Application form submitted after due date shall not be accepted.
3. Arrangements for paper setting and conduct of examination in coordination with approved Superintendent/supervisors.
4. Display of date sheet on or before September 05, 2019 for the information of all concerned.
5. Submission of results to examination section as per above schedule.

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Controller of Examinations

Copy for Information to:

1. All Head of the departments/centers/Institutes, University of Swat with the request to notify and communicate to all concerned please.
2. Principals of the affiliated colleges of University of Swat with the request to display on the notice board and coordinate with Deputy Controller of Examinations, University of Swat.
3. PS to Vice Chancellor University of Swat.
4. PS to Registrar University of Swat.
5. Treasurer University of Swat.
6. Provost/Director Admissions, University of Swat.
7. Deputy Controller Examinations for scrutiny of applications and preparation of program wise confidential lists.
8. Assistant Controller of Examinations (Sem) for circulation of notification to all the academic units of University of Swat and Affiliated colleges.
9. Deputy Director(IT) Examination Section for uploading the same.
10. File

Am hsz 02.08.2019
Controller of Examinations