Fatima Jinnah Women University

**MAIN ADMISSION APPLICATION FORM *(downloaded from FJWU website)***

**INFORMATION / INSTRUCTION LEAFLET**

For Associate Degrees and Diploma Programs Admissions Fall 2022

**Important Information and Instructions for Applicants:**

1. Candidates must read the admission advertisement (available on FJWU web-site) carefully before filling and submitting this Application Form.
2. Candidates are required to complete both pages of Annexures provided at the end of this Form and retain the Student’s Copy, duly signed by the Bank authorities, as a proof of the submission and as a reference document for any later queries/submissions. Candidates are advised to ensure that all documents submitted with form are duly entered in the annexures and verified by Bank authorities.
3. Results declared after the submission of form/s, can only be submitted in the Admission Office, FJWU by the notified date on our web-site.
4. Duly filled Application Form/s must be deposited in the authorized Branches of First Woman Bank Limited along with attested photocopies of the documents listed in Annexure of the Form. An Application Form submitted through any other means will not be entertained.
5. Only one set of attested documents is required with one Main Form.
6. One Main Application Form is valid for only one Associate Degree / Diploma program. Candidates wishing to apply in more than one program will be required to download another Main Application Form with Annexure I and II.
7. Fill in the application form (use block letters for Personal Information).
8. Sign and date this Application Form.
9. Additional information may be given on an extra page.
10. The Government employees must apply through proper channel, if applicable.
11. Attested copies of all Transcripts and Degrees of academic record must be attached with application form.
12. Incomplete form will not be entertained for admission.
13. Candidates must visit FJWU website regularly for any updates/notices etc. All information regarding Merit Listswould be displayed at University Notice Board and web-site. No Call letters would be sent for admission offer/commencement of classes, etc.
14. 02 % quota is reserved each for disabled / special persons and minorities.

***Note:*** *Candidate to retain this page for information.*

**Admission Procedure: A Guideline for Applicants**

1. Kindly visit FJWU website ([www.fjwu.edu.pk](http://www.fjwu.edu.pk)) for latest/updated advertisement before submitting your application form.
2. Admission Form submission is carried out through the authorized main branches of First woman Bank Limited (as advertised in national newspapers and on University web-site) in major cities of Pakistan.
3. Admission will be granted only on merit.
4. Applications incomplete in any respect will be rejected. Final Mark Sheets /Certificates/Degrees of Matriculation, F.A. / F.Sc., B.A/B.Sc., Masters or any other degrees are necessarily required for the formulation of merit.
5. First Merit List of qualifying candidates would be displayed on the University Notice Board and web-site as per advertised schedule.
6. Subsequently, subject to the availability of seats, Waiting lists may be displayed on the University Notice Board and web-site.
7. Candidates whose names appear in the Merit Lists will be required to report to the Admission Office within the time notified in the Merit Lists with original documents for issuance of a fee slip.
8. Issuance of Admission Slip will be subject to verification of original documents / mark sheets.
9. Fee shall be deposited in First Women Bank Limited (FWBL), FJWU Branch.
10. Non-payment of fee within the stipulated time for each Merit List would render the seat cancelled.
11. Orientation Ceremony is held in the University on the first day of the commencement of the session (as per schedule notified on the FJWU website) after which the students proceed to their respective Departments for registration of courses and time table of classes.

***Note:*** *Candidate to retain this page for information.*

Fatima Jinnah Women University

**MAIN ADMISSION APPLICATION FORM (downloaded from FJWU website)**

**Associate Degree / Diploma Program Applied for: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PERSONAL INFORMATIONذا تی معلو ما ت**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ نام:

Father’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_والدکا نا م:

Nationality: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_قو میت: Religion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_: مذ ہب Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ تا ر یح پید ائش: Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ای میل: NIC #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_: قو می شنا ختی کا رڈ نمبر Domicile City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ڈ و میسا ئل کا شہر: District: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ضلع: Province: \_\_\_\_\_\_\_\_\_\_\_\_\_ صُو بہ:

Home Address (Present) مو جو دہ ر ہا ئشی پتہ : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Home Address (Permanent): مستقل رہا ئشی پتہ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Per month family income (from all sources) PKR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ مجمو عی خا ند ا نی آ مد ن (تما م ذ را ئع سے):

Tel. No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_فو ن نمبر ز:

Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_فیکس:

Hostel Requiredہا سٹل میں ر ہا ئش: Yes No

Special Needs (Physical Disability, if any): Yes: \_\_\_\_\_\_\_\_\_\_No: \_\_\_\_\_\_\_\_\_ if **yes** then please attach a

disability certificate and explain about the nature of your disability:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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In case you identify yourself as a transgender female, please provide a documentary proof.

**ACADEMIC RECORD تعلیمی قا بلیت**

List below all educational institutions you have attended.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of Institution**  | **Degree** | **Major Subjects**  | **Marks Obtained** | **Total Marks** | **Division/Grade/ GPA** | **Year Passed** |
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Registration # of last Institution attended: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Work Experience (if applicable): کا م کا تجر بہ**

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**Declaration**

I understand that submission/acceptance of application form does not guarantee admission. I certify that all statements on this application are true and complete to the best of my knowledge and if found otherwise the University has the right to reject the application. I will not be involved in any kind of political activities nor engage myself in sale / purchase, use or possession of drugs otherwise strict lawful actions will be taken against me. I agree that the University reserve the right to cancel my studentship on disciplinary and/or academic grounds. I also agree that the admission dues, once deposited, can only be refunded as per HEC Fee Refund policy.

Candidate Signature: Date:

**Fatima Jinnah Women University, Rawalpindi**

Associate Degrees and Diploma Programs Admissions Fall 2022

**ANNEXURE I *(Office Copy for Application Form downloaded from FJWU website)***

Bank Receipt # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Associate Degree / Diploma Program Applied for: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Candidate’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attested photocopies of following documents are required:

1. Matriculation Mark Sheet and Certificate
2. F.A. / F.Sc. Mark Sheet and Certificate
3. Bachelors Transcript and Degree
4. Masters Transcript and Degree
5. Domicile
6. National ID Card
7. Three 1x1 inches photographs
8. Job Experience Certificate (if applicable)
9. NOC (if applicable)
10. Application Processing Fee (*Rs.1000/-)* Deposited:
11. Any other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 Signatures and Stamp of Bank Officer

**Instructions: This page must be attached on top of the Application Form/s (downloaded from website) to be submitted. No submissions will be accepted by the authorized branch of bank if this page does not appear with the form/s.**

**Fatima Jinnah Women University, Rawalpindi**

For Associate Degrees and Diploma Programs Admissions Fall 2022

**ANNEXURE II *(Student’s Copy for Application Form downloaded from FJWU website)***

Bank Receipt # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Associate Degree / Diploma Program Applied for: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Candidate’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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4. Masters Transcript and Degree
5. Domicile
6. National ID Card
7. Three 1x1 inches photographs
8. Job Experience Certificate (if applicable)
9. NOC (if applicable)
10. Application Processing Fee (*Rs.1000/-)* Deposited:
11. Any other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 Signatures and Stamp of Bank Officer

**Instructions: This page (duly signed by the bank authorities) must be retained by the student as a proof of deposit. No queries will be entertained by the University without a copy of this page.**