

**Student Registration Procedure**  
**Government College Women University Faisalabad**



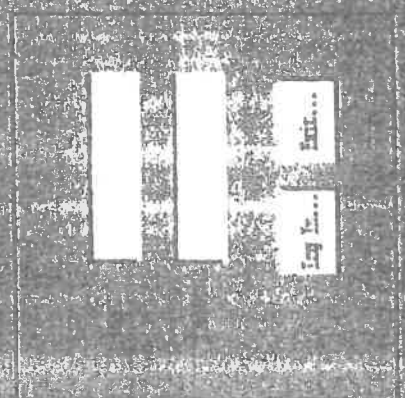
## Student Registration Procedure

1. After issuance of Notification regarding "admission closed", registration process begins by circulating the registration form. ( copy attached, Form is also available on GCWUF website).
2. The registration forms are filled & signed by the students accordingly.
3. Registration form must be signed and stamped by the Head of Department.
4. All the attached documents must be attested.
5. For the MA/MSc, MPhil and Ph.D students other than the GCWUF must attach NOC from the previous university/institution.
6. After receiving the forms, Student Record Branch enters the students data in the software provided by the IT services ( in house product).
7. Program-wise and Discipline-wise lists along with registration cards (copy attached) after approval from the Registrar are sent to the concerned departments for distribution.
8. In case of lost of registration card, student(s) submit(s) application(s) signed and stamped by the concerned Head of Department.
  - 8.1. A fee of Rs.100/- is being charged.
  - 8.2. Application along with fee paid voucher sent to the Registrar for approval.
  - 8.3. After due approval, Student Record Branch prepares the registration card and issues the same to the students through Registrar.
9. Application forms are placed in main store for confidentiality, which is maintained under the supervision of Registrar.
10. Copy of Program-wise and Discipline-wise lists along with registration cards are kept in the Student Record Branch office for record.
11. All registration data in hard disk is maintained by IT Services, the same is in the repository of Student Record Branch in the hard disk as well.
12. IT Services is responsible for the registration software, perturbation & management in consultation with Student Record Branch and Registrar.

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CONFIDENTIAL



## Government College Women University Faisalabad **Student Registration Form**

For: Undergraduate/Graduate/M.Phil/Ph.D Application No.  Serial No.

Discipline/Subject: \_\_\_\_\_ Session: \_\_\_\_\_  
 Allotted Registration No. (For Registration Branch Only and to be filled by the student)

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Migration Certificate No. \_\_\_\_\_ Board/University \_\_\_\_\_

Paste Your  
1.5" X 1.5"  
Photograph  
Not Staple

**Registration Number (GCWUF) if already Allotted :**  
 Name: ( In Capital Letters ) according to Matric Certificate:

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Class Roll No. \_\_\_\_\_ Morning/ Evening  
 N.I.C./B.Form No: \_\_\_\_\_

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Father's Name: ( In Capital Letters ) according to Matric Certificate:

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Father's N.I.C. No. \_\_\_\_\_

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Date of Birth: DD/Month/Year: according to Matric Certificate:

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Domicile: \_\_\_\_\_ Province: \_\_\_\_\_ Rural/ Urban: \_\_\_\_\_  
 Religion : \_\_\_\_\_ Nationality: \_\_\_\_\_ Blood Group: \_\_\_\_\_  
 Ph. No. \_\_\_\_\_ Mobile No. \_\_\_\_\_ Father's Mobile No. \_\_\_\_\_  
 Postal Address: \_\_\_\_\_  
 Permanent Address: \_\_\_\_\_ Distt : \_\_\_\_\_

**Academic Record:**

Certificate/ Degree	Roll No.	Passing Year	Examinations(Annual/ Supply)	Registration No.	Obtained Marks/Total Marks	Board/University

Student Signature \_\_\_\_\_

Signature of Head of Department \_\_\_\_\_

Please attach photocopy of the documents

- 1. CNIC/B Form
- 2. Matric Certificate
- 3. Fee Paid Receipt

# GOVT. COLLEGE WOMEN UNIVERSITY FAISALABAD

## Student's Registration Report

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Exam: M.Phil Arabic

Adm. Year: 2017 - Evening

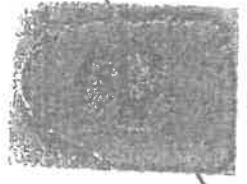
No.	Reg.No	Name	Father Name	Roll No.	Section
2	2017-GCWUF-0121	ZARTASHIA ARSHAD	MUHAMMAD ARSHAD	3	A
3	2017-GCWUF-0122	SAJIDA HUSSAIN	GHULAM HUSSAIN KHOKHAR	1	A
4	2015-GCWUF-0417	SADIA ASLAM	MUHAMMAD ASLAM	2	A
4	2015-GCWUF-0420	SABA ANWAR	MUHAMMAD ANWAR	5	A
5	2015-GCWUF-0423	MISHAL ZAFAR CHEEMA	MUHAMMAD ZAFAR CHEEMA	8	A

Registrar  
GC Women University Faisalabad



**GOVT. COLLEGE WOMEN UNIVERSITY FAISALABAD**

*For  
Office Use  
only*



is to certify that Ms. HAFSA LATIF  
Daughter of MOHAMMAD LATIF

has been registered as a student of the Govt. College Women University Faisalabad, Pakistan.

**Registration No. 2017-GCWUF-4237**

Date: 16/07/2018

Notes: Candidate should keep this Card carefully. A fee of Rs. 100 will be charged for a duplicate Registration Card.

*Hafsa Latif*

Registrar

**GC Women University Faisalabad.**

