



# UNIVERSITY OF EDUCATION, LAHORE

## REGISTRAR OFFICE

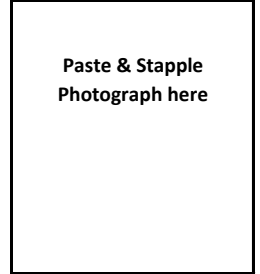
College Road, Township, Lahore (Tel: 042-99262212)

Migration No. \_\_\_\_\_  
(For Office Use Only)

### APPLICATION FORM FOR MIGRATION FROM ONE INSTITUTE TO ANOTHER

**Note:** Please read the Rules & Regulations mentioned overleaf carefully before filling the form. Provide the relevant information at the specified place and attach the requisite documents. Incomplete form will be rejected

1. Program: \_\_\_\_\_ 2. Session: \_\_\_\_\_
3. Morning/Afternoon/Evening: \_\_\_\_\_ 4. Current Semester / Year: \_\_\_\_\_
5. UE Registration No: \_\_\_\_\_
6. Name of Candidate:  
(IN BLOCK LETTERS) \_\_\_\_\_
7. Father's Name:  
(IN BLOCK LETTERS) \_\_\_\_\_
8. CNIC No: \_\_\_\_\_
9. Date of Birth:  
(DD/MM/YYYY) \_\_\_\_\_
10. Gender: \_\_\_\_\_
11. Phone # (with Code): \_\_\_\_\_
12. Mobile #: \_\_\_\_\_
13. Present Address (For Correspondence): \_\_\_\_\_
14. E-mail: \_\_\_\_\_
15. Institute Name where studying: \_\_\_\_\_
16. Merit Marks: \_\_\_\_\_
17. Date of joining Institute where studying: \_\_\_\_\_
18. Institute Name where Migration is sought: \_\_\_\_\_
19. Last Merit Marks: \_\_\_\_\_
20. Reason for Migration: \_\_\_\_\_
21. Fee Information



Bank Challan Number	Date	Amount	Name of Bank	Branch

Signature of the Candidate: \_\_\_\_\_

Signature of the Father / Guardian: \_\_\_\_\_

#### CERTIFICATE / PERMISSION BY THE HEAD OF THE INSTITUTE WHERE THE STUDENT IS STUDYING

It is Certified that:

- The above mentioned information is correct
- The above mentioned student is neither a detained student, nor the one who has been degraded or against whom any disciplinary action has been taken
- The office of the undersigned has no objection for his migration to another institute

Signature & Stamp of the Principal / Director \_\_\_\_\_

#### CERTIFICATE / PERMISSION BY THE HEAD OF THE INSTITUTE WHERE THE MIGRATION IS SOUGHT

It is Certified that:

- The above mentioned student falls in the merit criterion of the concerned program
- The above mentioned student fulfills all UE Rules & Regulations for migration
- The office of the undersigned has no objection for his migration to my institute

Signature & Stamp of the Principal / Director \_\_\_\_\_

Price Rs. 30/-  
(to be deposited alongwith the Migration Fee)

## RULES & REGULATIONS / INSTRUCTIONS RELATED TO MIGRATION

### A) Migration Regulations mentioned in the Admission Regulations, UE Lahore

- 1) Migration may be allowed by the Vice Chancellor on the recommendations by the Head of the concerned Institute / Division / College on receiving the complete migration form and the requisite fee.
- 2) Migration will be allowed from one campus to the other at any time except during the first and the final semester of a degree program provided that the courses already read are not in variance with those of the Institute / Division / College where migration is sought.
- 3) Candidates of the evening session will only be allowed migration subject to the payment of the total fee to the concerned Institute / Division / College as re-admission fee.
- 4) No candidate will be allowed migration to the other Institute / Division / College if his / her admission merit falls below the admission merit of the Institute / Division / College where migration is sought.

### B) General Instructions for the Heads of the Institutes

- 1) The Head of Institute, where the student is enrolled, will certify the correctness of the statements made by the student
- 2) If an applicant be a detained student or one who has been degraded or against whom any disciplinary action has been taken, the Head of the Institute should specifically mention it in his/ her remarks
- 3) The Head of Institute, where the student is seeking migration, will check the merit of the concerned program and ensure / certify that the applicant falls in the merit

### C) General Instructions / Regulations for the Students

- 1) No student shall be migrated to another UE Division / Campus / College unless:
  - a) One or the other of the following conditions is satisfied by him / her:
    - i) If a change of residence by his / her father or guardian has made it necessary for a student to change his / her Institute
    - ii) If a candidate seeks migration owing to change in financial circumstances (such cases should be supported by certificate from the Head of the Institute)
    - iii) If in the interest of Institute's Discipline
  - b) He / she has obtained permission of the Vice Chancellor through his / her Head of Institute
- 2) Migration will only be allowed from one Affiliated College to another Affiliated College and one UE Division / Campus to another UE Division / Campus.
- 3) The student should obtain the sanction of both the Heads of Institutes where he / she is enrolled and where the migration is sought
- 4) After the Permission / Sanction of both the Heads of the Institutes (i.e. signatures & stamps on the Migration Form), this form should be sent to the Controller of Examinations, University of Education, Lahore alongwith the following attachments
  - a) Copies of all the previous educational documents
  - b) Copies of Computerized National Identity Card of the student and his / her guardian
  - c) Original Fee Deposit Challan / Demand Draft in favour of Treasurer, University of Education, Lahore amounting **Rs. 5030/-** (as Migration Fee including Migration Form Fee)
  - d) Copy of Merit List of the Institute where the student is enrolled
  - e) Copy of Merit List of the Institute where the Migration is sought
  - f) Paste One Photograph on the specified place