

CERTIFICATE TO BE SIGNED BY THE PRINCIPAL OF THE COLLEGE

1. I hereby certify that the particulars given by the applicant in this form are correct and I further certify that the applicant has satisfied me by documentary evidence that he/she passed Intermediate Examination in the year _____ with Seat No. _____ from the Board of _____.
2. That he/she has completed the course of instructions prescribed by the Benazir Bhutto Shaheed University Lyari, Karachi, Sindh for the B.Com./A.D.C. Part-I Examination and has attended 75% of the lectures in each subject.
3. The applicant bears a good moral character.
4. The applicant has fulfilled the requirements of the existing rules relating to "Admission of Candidates to the B.Com./A.D.C. Part-I Examination of the Benazir Bhutto Shaheed University Lyari, Karachi, Sindh.
5. The applicant has deposited the requisite fee for his/her enrolment and examination.
6. I also certify that this form has been signed by the candidate in my presence and the particulars filled in the candidate are correct.

MARKS OBTAINED OF B.COM. /A.D.C. PART-I (TO BE FILLED IN BY THE CANDIDATE) IF TAKEN PREVIOUSLY

S. No.	Year	I (i) 40/13	I (ii) 60/20	II 100/33	III 100/33	IV 100/33	V 100/33	VI 100/33	Total 600/198	Result	Remarks

A recent photograph of the candidate should be

P A S T E D

in this space duly attested by the Principal of the

Dated: _____

**Signature of the
Principal of College with Official Seal**

Note:

This form should be filled in by the Candidates in their own handwriting and thoroughly checked by the Principals before is forwarded to the University. The entire responsibility of any eventual mishap to the candidate at the Examination Centre on account of any omission in the forms shall be on the part of the candidate and the Principal. The University does not under take responsibility to point out omission to the candidates. For any mishap, Controller of Examination will not be responsible.

IMPORTANT INSTRUCTION

1. Disabled candidates (if any) are required to arrange the Writer and get the permission letter from Examinations Department 7 days before the commencement of the examination.
2. The application is liable to be rejected if the entries regarding subjects offered, exemption claimed and other requisite particulars are not stated in this form correctly.
3. The Examination form with requisite fee must reach the Controller of Examinations through Principal of the College concerned on or before the notified date as per procedure along with following supported documents i.e. Attested Photostat copies of N.I.C. / Enrolment Card / Admit Card & Marks Certificate of last Examination if taken previously.
4. **Refund of Examination fee:**
5. The Examination fee once paid, shall not be refunded or held in reserve or held in reserve for a future examination except where a candidate falls ill or meets serious accident before the commencement of examination and is thereby prevented from appearing at the examination and sends an application for refund, supported by a medical certificate from a registered medical practitioner in Government Service so as to reach the refunded under the orders of Vice Chancellor.

I have carefully read the above instructions.

Dated: _____

Signature of the Candidate

INSTRUCTIONS TO CANDIDATES

1. The Examination will be held on the dates, during the hours and at the place according to the program previously notified by the Controller of Examinations.
2. The doors of the Examination Hall will be opened half an hour before the Examination time on the first day and ten minutes on the subsequent dates and will close punctually at the time fixed for the commencement of the Examination after which no candidate will be admitted except with the special permission of the Head-Invigilator, No candidate will be admitted into the Examination Hall who is late by half an hour.
3. No candidate shall be admitted into the Examination Hall without the prescribed Admit Card and Enrolment Card, issued by the University and Identity Card with a photograph duly attested by the Principal of the College or the Head of the Department concerned. Candidates are liable to expulsion from the Examination Hall for failure to produce the University Admit Card, the Enrolment Card and the Identity Card.
4. Candidates are forbidden to carry into the examination Hall or have in their possession while under Examination, any books, notes, papers, writings, scribbling or any other material other than the Admit Card, Enrolment Card, Identity Card, writing requisites, drawing or Mathematical instruments. For any contravention of this rule they are liable to expulsion from the Hall. Before entering the Examination Hall, candidates should leave behind all such articles not connected with examination at a place specially set apart for the purpose by the Head-Invigilator, but such articles may be left there only at the candidate's own risk.
5. Candidates suffering from any form of contagious or infectious disease or from any illness or disease, which in the opinion of the Head-Invigilator is likely to render their presence prejudicial to the general body of the students under examination, will not be admitted into or allowed to remain in the Examination Hall.
6. No candidate will be allowed to leave the Examination Hall until an hour has elapsed from the time when the papers are given or re-enter he Examination Hall after once leaving in finally giving his answer-book.
7. Candidates are required to provide their own writing requisites.
8. No candidate shall write his name, any other thing to disclose his identity on any part of the answer-book. He shall write only his Seat No. Enrolment No. Subject of paper in the space specifically provided on the cover of the answer-book.
9. Candidates should not write any objectionable or improper remarks in their answer-books. They must not write on the question paper or blotting paper or any material or carry away any writing or scribbling from the Examination Hall.
10. Candidates who are found during the Examination to be in possession of books, notes or papers etc. (even if the papers are not in any way connected with the subject under examination) or using or attempting to use unfair means of any kind shall be expelled from the Examination. A candidate while under examination shall not help or try to help any other candidate, nor obtain or try to obtain any help from any other candidate, or any other person. Communication of any sort or in any sort or in any form between a candidate and any other person whether inside or outside the Examination Hall is strictly forbidden.
11. During the period of Examination no candidate shall make any noise, or raise any voice to draw the attention of any invigilator. To draw the examination of an invigilator he may simply rise in his seat without making any noise or disturbance.
12. No one should smoke inside the Examination Hall.
13. Candidates are warned that any breach or attempted breach of any of these or other Examination rules will render them liable to expulsion by the Head-Invigilator from the entire Examination or any part thereof and to such further punishment as the Syndicate may determine.
14. Candidates shall write on both sides of the paper in their answer-books. One or two papers of the answer-book may be used for rough work or calculations and the pages so used shall be clearly struck out by drawing a line across it from top to bottom.
15. Candidates are required to sign their names as and when directed by the Invigilator to do so.
16. In any case not covered by the foregoing rules, reference shall be made to the Head-Invigilator for direction and his decision shall be accepted as final.
17. Notwithstanding the issue of the Admit Card, the Syndicate shall have the right, for any reasons which may appear to them sufficient, to cancel the admission of any candidate to any examination, whether before, during or after the examination.
18. The Syndicate may also debarred a candidate from appearing at any subsequent University Examination or Examination and the decision in all such cases shall be final.
19. Any Communication device are not allowed in the Examination Hall.

Controller of Examinations

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