**The Director Academics & Research**

Abdul Wali Khan University Mardan

Through: **PROPER CHANNEL**

Subject: **FREEZING OF AN ACADEMIC YEAR I.E. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 (*e.g.* *Spring 2019 & fall 2019*)

**Respected Sir,**

It is to state that I am a regular student of \_\_\_\_ Semester, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*BS/MA/LLB/Pharm-D etc.)* at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*department/college*). I have completed/passed \_\_\_\_\_ semester(s). I am intended to freeze \_\_\_\_\_ semester for an academic year i.e.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ due to\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Father Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Registration No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 20. FREEZING OF STUDIES AS PER SEMESTER RULES

**(20.1)** Freezing of studies in first semester is not allowed in any circumstances. **(20.2).** A student may be allowed to freeze studies for two consecutive semesters (one year) once in the whole 08 semester academic programme on medical ground/genuine reason. The freezing of studies may, however, be required to be approved by the concerned Dean on the recommendations of Chairman. Furthermore, the freezing time will not be counted towards maximum duration of study of a programme. **(20.3)** A student wishing to freeze studies under normal condition shall apply for the same with in the first month of the start of the semester, failing which he/she will be not allowed to freeze the studies**. (20.4)** Maximum duration of the degree programme shall remain the same. The frozen period shall count towards the maximum requirement of completion period for the degree programme. **(20.5)** Upon expiry of the frozen period, the student may be allowed to take admission. The student will, however, be required to successfully complete all the semesters of his degree programme as described in respective scheme of study.

**Chairperson/Principal**: Freezing ***Rejected/Recommended/Strongly Recommended***

Other comments/reason(*if any*) **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Dean Concerned**: ***Approved/Disapproved.*** Any other comments/reason **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Director Academics & Research:** Notify/Do Not Notify. Other comments/reason (*if any*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Notification** Issued/Not Issued by (*if issued*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ vide Letter No \_\_\_\_\_\_\_\_\_\_\_\_\_dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_