

# ADMISSION PROCEDURES



## 20 General Instructions

- 20.1** The online application should be submitted as early as possible. Please do not wait for the last date.
- 20.2** The merit lists will be displayed showing the percentage of the applicants admitted in different disciplines against different categories on the notified date and time.
- 20.3** All documents to be attached with the Application Form (F-I) should be attested by a class-I gazetted officer of the government or a class-A officer of this University at the time of joining.
- 20.4** Any information regarding admissions can be obtained during working hours by calling Phone No: (051)9047412.
- 20.5** Members of the Admission Committee will also be available for consultation, in person, during the admission period.

## 21 Eligibility for Admission

### 21.1 Eligibility Requirements

#### a. HSSC Examination

- i. An applicant for admission to any of bachelor's degree course offered by the University must fulfill the following requirements:

S#	HSSC Combination	Eligible Disciplines
1.	Math, Physics, Chemistry	All BS programs of university
2.	Math, Physics, Computer Science	Computer Eng., Software Eng., Telecommunication Eng., and Computer Science
3.	Math, Physics, Statistics or Physics, Biology, Chemistry	Computer Science only

- ii. He should have passed (or expect to pass) up to the latest annual examination with at least 60% unadjusted marks in the examination based on which he seeks admission. However, for

admission in BS Computer Science the candidate obtained (or expect to obtain) at least 50% unadjusted marks will also be eligible. Marks of NCC and Hifz-e-Quran, where applicable, shall be added only for determination of merit and not towards eligibility. Rounding off percentage figure to make it 60% (or 50% in case of admission in CS) will not be considered towards eligibility.

- iii. He should be a resident of the area from where he seeks admission.
- iv. He should meet standards of physique and eyesight laid down in the medical certificate.
- v. He should have appeared in the Entry Test for the respective session arranged by the UET Lahore with the following combinations: (English, Mathematics/Biology, Physics, Chemistry/Computer Science/Statistics.)

#### b. Equivalent Examination

The university recognizes the following examinations as equivalent to the Intermediate (Pre-Eng.) Examination with Chemistry, Mathematics and Physics of the Pakistan Boards of Intermediate and Secondary Education:

- i. Intermediate (Pre-Eng.) Examination of the Board of Intermediate and Secondary Education, Azad Kashmir.
- ii. FSc. (Pre-medical) with Mathematics as an additional subject.
- iii. \*Cambridge Overseas Higher School Certificate of Education (Advanced Level) with Mathematics, Physics & Chemistry.
- iv. \*British General Certificate of Education (Advanced Level) with Mathematics, Physics, and Chemistry.
- v. \*American High School Graduate Diploma (HSG Diploma).
- vi. \*Any foreign equivalent certificate or diploma accepted by IBCC (Inter Board Chairmen Committee).
- vii. He should have earned (or expect to earn) a minimum of "C" grade in the subjects of Mathematics/Biology,

Physics and Chemistry/Computer Science in A-level examination.

**\*Note:** Applicants (Sr. No. iii to vi) are required to attach an equivalence certificate (Pre-Engineering) issued by the IBCC, with the application for admission.

**The following is the address of the IBCC:  
Inter Board Committee of Chairmen, Plot  
No. 25, Street No. 39, G-10/4, Islamabad,  
Pakistan.**

### 21.2 Eligibility for Diploma Holders

- a. Holders of the Diploma of Associate Engineer, he should have passed (or expect to pass) the diploma examination from the Punjab Board of Technical Education, Lahore in the relevant technology, obtaining at least 60% unadjusted marks. Rounding off percentage figure to make it 60% will not be considered towards eligibility.
- b. Holders of diploma of Associate Engineer shall not be eligible unless their diplomas are in the relevant technology as specified against each degree course given below:

#### Electrical Engineering

- i. Automation
- ii. Avionics
- iii. Computer / CIT
- iv. Electrical
- v. Electronics
- vi. Information
- vii. Instrumentation
- viii. Instrumentation & Process Control
- ix. Mechatronics
- x. Precision Mechanical & Instrument
- xi. Radar
- xii. Radio
- xiii. Telecommunication

#### Electronics Engineering

- i. Automation
- ii. Avionics
- iii. Bio-Medical
- iv. Electrical
- v. Electronics

- vi. Instrumentation
- vii. Instrumentation & Process Control
- viii. Mechatronics
- ix. Radar
- x. Radio
- xi. Telecommunication

#### Civil Engineering

- i. Architecture
- ii. Civil
- iii. Civil with any specialization
- iv. Environmental
- v. Land & Mine Surveying

#### Mechanical Engineering

- i. Aerospace
- ii. Auto & Diesel
- iii. Automation
- iv. Bio-Medical
- v. Dies & Mould
- vi. Mechanical
- vii. Mechanical (Automobile & Diesel)
- viii. Mechanical (Construction Machinery)
- ix. Mechanical (Foundry & Pattern Making)
- x. Mechanical (Metallurgy & Welding)
- xi. Mechanical with any specialization
- xii. Mechatronics
- xiii. Precision Mechanical & Instruments
- xiv. Refrigeration & Air Conditioning
- xv. Vacuum

#### Industrial Engineering

- i. Auto & Diesel
- ii. Automation
- iii. Cast Metal & Foundry
- iv. Industrial
- v. Mechanical
- vi. Mechanical (Construction Machinery)
- vii. Mechanical (Production)

#### Computer / Software Engineering

- i. Automation
- ii. Computer
- iii. Computer Information
- iv. Electrical
- v. Electronics
- vi. Instrumentation
- vii. Instrumentation & Process Control
- viii. Radar

- ix. Radio
- x. Software
- xi. Telecommunication

**Telecommunication Engineering**

- i. Automation
- ii. Avionics
- iii. Computer
- iv. Computer Information
- v. Electrical
- vi. Electronics
- vii. Instrumentation
- viii. Instrumentation & Process Control
- ix. Radar
- x. Radio
- xi. Software
- xii. Telecommunication

**Environmental Engineering**

- i. Chemical
- ii. Civil
- iii. Environmental

**Note:** Diploma holders are eligible to apply on open merit and on all other categories where they may fit.

**21.3 Provisions about admission on the basis of a BSc Degree**

Given the qualifications and restrictions stated below, a person is eligible for admission to the bachelor’s degree courses at the University based on a degree of Bachelor of Science.

- i. For admission to the BSc courses in any engineering discipline, an applicant must have passed the BSc Examination with Physics and Mathematics.
- ii. A person possessing a BSc degree is NOT eligible for admission to any bachelor’s degree course at the university unless he has also passed FSc. Pre-Engineering Examination.
- iii. To be eligible for admission on the basis of BSc degree the candidate must have obtained at least 60% marks both in FSc and BSc.

**21.4 Gender**

Both male and female persons are eligible to apply for seats shown in the Seats Allocation Chart in section 22. The general pronoun “he” and its derivatives imply either of the sex.



## 22 Seats Allocation Chart

Number of seats allocated for various categories are tabulated below. Admission is granted in each category on merit, subject to eligibility under relevant Sections

Categories		Civil	Mechanical	Electrical	Computer	Software	Telecom	Electronics	Industrial	Environmental	Computer Science	Total
A	Punjab	124	124	124	67	67	67	34	34	34	70	745
B	Sind	1	1	1								3
C	Baluchistan	2	2	2								6
D	Khyber Pakhtunkhwa	1	1	1								3
	Azad Kashmir & Gilgit Baltistan											
E1	Azad Kashmir	2	2	1								5
E2	Kel Areas	1										1
E3	Gilgit Baltistan	2	2	2	1	2	3		1			13
F	HEC Nominees from Baluchistan & FATA	4	4	4	2	2	2	1	1	1		21
G	Disable Persons					2						2
	Foreign Nationals											
H1	Foreign Countries	3	3	3								9
H2	Afghan Nominee	1										1
H3	Bangladesh Nominee	1	1	1								3
H4	Indian Held Kashmir (over & above PEC quota)	4	2	2	1							9
H5	Muslim Nominee from Sri Lanka (Distt. Kandy)			1								1
H6	Afghan Nominee (PM Directive)	5	5	5	5							20
H7	Gambian Nominees	1	1	1	2	1		1	1			8
	Children of Armed Forces Personnel											
J1	ARMY	1	2	1								4
J2	AIR FORCE		1									1
J3	NAVY			1								1
K	FATA (Over & above PEC quota)	2	2	2	1	1	1	1	1	1		12
*L	Backward Areas	1		1								2
M	Children of Univ. Employees	Max 2 per section or 6 per dept. which is greater, except CS										30
N	Children of Graduate Engr./Architects/ City & Regional Planners	1	1	1								3
O	Children of University Alumni			1								1
Q1	Tribal Areas of DG Khan			1								1
Q2	Tribal Areas of Rajanpur	1										1
T	Tehsil Taxila		1	1								2
S	All Pakistan (Partial Subsidized)	38	38	38	15	15	20	10	10	10	70	264
X	Overseas Pakistanis (Partial Subsidized)	5	6	4	5	8	5	3	2	4	4	46
	<b>Grand Total</b>	200	200	200	100	100	100	50	50	50	150	<b>1200</b>

\*L Following are Backward districts of Punjab: 1. Attack, 2. Bahawalnagar, 3. Bahawalpur, 4. Bhakkar, 5. Chakwal, 6. D.G. Khan, 7. Jhang, 8. Jhelum, 9. Layyah, 10. Muzaffargarh, 11. Mianwali, 12. Rahim Yar Khan, 13. Rajanpur

- Note:**
1. The number of seats allocated for a program and categories may be revised/modified without prior notification.
  2. Fees is Subsidized for all categories except 'S' and 'X'.
  3. Category 'I' is abolished for admission cycle 2020, in compliance with Lahore Court judgements on writ petitions No. 1286 of 2016 and No. 57079 of 2019, the quota reserved for candidates holding Diploma of Associate Engineering (DAE) qualification.
  4. In Computer Science one third of seats of every category are reserved for candidates of HSSC with Pre-Medical combination and remaining seats of every category are reserved for other HSSC combinations. In case seats of either group remains unfilled due to non-availability of candidates the quota will be transferred to other group.

## 23 Categories and Symbols

### 23.1 Category A (Punjab Province)

The applicant should be a resident of the Punjab province. The selection and allocation of disciplines are made according to merit.

### 23.2 Category B (Sindh Province)

The applicant should be a resident of the Sindh province. Applications for civil engineering are to be submitted to the Registrar of the Mehran UET, Jamshoro. For electrical and mechanical engineering apply to the Registrar of N.E.D. UET, Karachi. The last date for receipt of nominations at UET Taxila (irrespective of the mode of communication or the date of postage) is 7 days before date of closing of admission. Un-filled seats (if any) will be cancelled after the prescribed date for receipt of nominations. Nominations and allocation of disciplines are made by the Department of Education, Government of Sindh, Karachi.

### 23.3 Category C (Baluchistan Province)

The applicant should be a resident of the Baluchistan province. Applications are to be submitted to the Secretary, Department of Education, Government of Baluchistan, Quetta. Nominations and allocation of disciplines are made by this Department. The last date for receipt of nominations at UET Taxila (irrespective of the mode of communication or the date of postage) is 7 days before date of closing of admission. Unfilled seats (if any) will be cancelled after the prescribed date for receipt of nominations.

### 23.4 Category D (Khyber Pakhtunkhwa Province)

The applicant should be a resident of the Khyber Pakhtunkhwa Province. Applications are to be submitted to Registrar, Khyber Pakhtunkhwa UET, Peshawar. Nominations and allocation of disciplines are made by the Department of Education, Government of Khyber Pakhtunkhwa, Peshawar. The last date for receipt of nominations at UET Taxila (irrespective of the mode of communication or the date of postage) is 7 days before date of closing of admission. Unfilled seats (if any) will be cancelled after the prescribed date for receipt of nominations.

### 23.5 Category E (AK including KEL Area & Gilgit Baltistan)

The applicant for the Azad Kashmir and Kel Area seats should be a national of Azad Kashmir, and the applicant for the Gilgit Baltistan seat should be a resident of these areas. For the seats reserved for Azad Kashmir and Kel Area, applications are to be submitted to the Secretary Education, Azad Jammu & Kashmir, Government of Muzaffarabad. For the seats reserved for the Gilgit Baltistan applications are to be submitted to the Director of Education, Gilgit Baltistan. Nominations and allocation of disciplines are made by the Nomination Board for the Azad Kashmir and Gilgit Baltistan. The last date for receipt of nominations at UET Taxila (irrespective of the mode of communication or the date of postage) is 7 days before date of closing of admission. Unfilled seats (if any) will be

cancelled after the prescribed date for receipt of nominations.

**23.6 Category F (HEC Nominees from Baluchistan and FATA)**

The applicant should be a resident of the Baluchistan province or FATA. Applications are to be submitted to the Higher Education Commission (HEC), Islamabad. Nominations and allocation of disciplines are made by HEC. The last date for receipt of nominations at UET Taxila (irrespective of the mode of communication or the date of postage) is 7 days before date of closing of admission. Unfilled seats (if any) will be cancelled after the prescribed date for receipt of nominations.

**23.7 Category G (Disable Persons)**

The applicant should be a resident of Punjab Province. The applicants will have to furnish a certificate from Concerned Social Welfare, Women Development and Bait ul Maal (Provincial Council for the Rehabilitation of Disabled Persons), Government of Punjab or Federal Government. Verification of his disability in view of provided certificate in relation to engineering education will be done by the Chief Medical Officer, UET, Taxila. The selections are made by the University according to merit. The blind, deaf and dumb persons are not eligible to apply in this category.

**23.8 Category H (Foreign Nationals)**

The applicants from category H1 to H5 are required to get their applications sponsored by their government, and sent in triplicate to the Ministry of Finance, Revenue, Economic, Statistics and Privatization (Economic Affairs Division), Government of Pakistan, Islamabad, through the Pakistan's representative accredited to their country. The applications should be accompanied by the following documents:

- i. Educational Certificates (attested photocopies) and details of syllabi and courses of study of the examinations passed with English

translation if these are in a different language.

- ii. Domicile/Nationality Certificate
- iii. Passport
- iv. Character Certificate
- v. Health/Fitness Certificate
- vi. Information regarding the class and discipline in which admission is required.

Nominations/Allocation of disciplines is made by the Ministry of Finance (Economic Affairs Division) Islamabad. The prescribed application forms may be obtained from the ministry.

The applicants of category H6 and H7 are required to submit their applications through HEC Islamabad, Pakistan.

**23.9 Category I (Diploma Holders)**

This category has been abolished in compliance with Lahore Court judgements on writ petitions No. 1286 of 2016 and No. 57079 of 2019. Now these candidates can apply on open merit on all categories where they fall. The applicant should be a resident of the Punjab province and should have passed the relevant diploma examination from the Punjab Board of Technical Education, Lahore. The list relevant diplomas are given in section 22.1. Selection and allotment of disciplines are made according to merit.

**23.10 Category J (Children of Armed Forces Personnel)**

Applications are to be submitted to the Headquarters of the Army, Air Force, or the Navy (depending upon the service to which the parent belongs) in accordance with the procedure notified by them. Diploma holders are not eligible to apply in this category. The last date for receipt of nominations at UET Taxila (irrespective of the mode of communication or the date of postage) is 7 days before date of closing of admission. Unfilled seats (if any) will be cancelled after the prescribed date for receipt of nominations. Nominations

and allocation of disciplines are made by the respective Headquarters.

**23.11 Category K (FATA)**

The applicant should be a resident of the Federally Administered Tribal Areas (FATA). The applications are to be submitted to the Home and TAs Department, Government of Khyber Pakhtunkhwa, Peshawar. Nominations and allocation of disciplines are also made by this department. The last date for receipt of nominations at UET Taxila (irrespective of the mode of communication or the date of postage) is 7 days before date of closing of admission. Unfilled seats (if any) will be cancelled after the prescribed date for receipt of nominations.

**23.12 Category L (Backward Areas of Punjab)**

The backward areas of Punjab include districts of Attock, Bhakkar, Bahawalnagar, Bahawalpur, Chakwal, D.G. Khan, Jhang, Jhelum, Layyah, Mianwali, Muzaffargarh, Rahim Yar Khan and Rajanpur. The applicant should be a resident of any of these districts. The selection and allocation of disciplines are made by the university according to merit.

**23.13 Category M (Children of University Employees)**

Real children of those university employees who have completed five years of service being physically present are eligible to apply as per following details.

- i. The first 7 seats are allocated to the wards of employees who were appointed before 1993 (the inception of UET Taxila) for the programs being offered at that time. If these seats are not filled due to unavailability of wards of such employees, the seats shall be open for admission of the wards of employees who were appointed after the establishment of the university in the year 1993.
- ii. The remaining seats of this category shall be open for all the employees of UET Taxila.

- iii. The applicants must furnish with their applications a certificate from the Registrar of the University on Form F-IX (available in Registrar's office).

The selection is made by the university according to merit.

**Note:**

1. The children of those university employees are not eligible to apply under this category who have been dismissed/terminated/removed from the university on any ground except medical grounds or have left the university other than the retirement.
3. Candidates once admitted in previous sessions under this category in the university or in its affiliated institutes will only be considered in current session after the exhaustion of fresh candidates, subject to the availability of seats. Admission will be granted on the merit position of candidates without taking care of 1993 bar.

**23.14 Category N (Children of Graduate Engineers)**

The applicant should be a resident of the Punjab province. The selection and allocation of disciplines are made by the university according to merit. Applicants should furnish with their applications attested photocopies of their parent's Bachelors' Degree in Engineering and renewed PEC Registration card. Other qualifications such as AMIE (Pak) are not recognized for inclusion in this category.

**23.15 Category O (Children of University Alumni)**

The applicant should be a ward of university alumni. The applicant should furnish with his application an attested photocopy of the Degree/Provisional Certificate of his parent as an evidence of the fact that he (the parent) is a graduate of this University or its parent institution, that is, the former University College of Engineering Taxila. The selection and allocation of



disciplines are made by the University according to merit.

**23.16 Category Q1 (Tribal Areas of D.G. Khan)**

The applicant should be a resident of the Tribal Areas of D.G. Khan. The selection and allocation of disciplines are made by the University according to merit. Applicant must furnish a certificate from the District Coordination Officer of DG Khan verifying that he is a resident of the Tribal Areas of D.G. Khan District and his domicile should also depict the same.

**23.17 Category Q2 (Tribal Areas of Rajanpur)**

The applicant should be a resident of the Tribal Areas of Rajanpur. The selection and allocation of disciplines are made by the University according to merit. Applicant must furnish a certificate from the District Coordination Officer of Rajanpur verifying that he is a resident of the Tribal Areas of Rajanpur District and his domicile should also depict the same.

**23.18 Category T (Tehsil Taxila)**

The applicant should be a resident of Tehsil Taxila. The selection and allocation of disciplines are made by the university according to merit.

**23.19 Category X (Children of Overseas Pakistanis, Partial Subsidized)**

Applicant should be a ward of overseas Pakistani. Selection and allocation of disciplines are made by the University according to merit. The fee is partial subsidized for this category. The applicant is required to submit along with his application:

- i. A certificate on Form F-VIII (can be downloaded from the university website) regarding his parent's employment in a foreign country issued by the Pakistani Embassy in that country.
- ii. A photocopy of his parent's valid resident visa for that country attested

by the Pakistani Embassy.

**Notes:**

1. Only real children of overseas Pakistanis are eligible to apply. However, in case of an orphan, he may apply on his guardian's documents. Guardian can be real brother, real paternal or maternal uncle. In this case following additional documents are required:  
(i) Father's death certificate issued by NADRA (ii) Proof of relationship with the guardian in the form of CNIC of all family members and NADRA Family Registration Certificate (FRC) highlighting the Tree structure of the applicant (iii) Copy of Nikahnama in case the guardian is the maternal uncle of the applicant.
2. Scanned / photocopied / Faxed documents will not be accepted. Only original attested copies from the concerned Pakistani embassy will be accepted.
3. The residence permit / visa must be valid at least up till the closing date of submission of applications.

**23.20 Category S (Partial Subsidized)**

The applicant should be a Pakistan National. However, candidates from Punjab province will be given preference over other provinces. Selection and allocation of disciplines are made according to merit. The fee is partial subsidized for this category.

**24 Determination of Merit**

**24.1 Examinations Considered for Merit**

For admission to all the bachelor's degree courses and determination of merit the following examinations are considered:

- i. Higher Secondary School Certificate Examination (HSSC) Pre-Eng. or equivalent.
- ii. Bachelor of Science (BSc) or B.A.Sc.

- iii. Diploma of Associate Engineer.
- iv. Entry Test.

**24.2 Weighted Percentage**

The comparative merit of applicants will be determined based on weighted percentage marks obtained by the candidates in these examinations.

- A) For Applicants with HSSC (Pre-engineering) as the Highest Qualification:
  - i) Entry Test: 30%
  - ii) Matric: 20%
  - iii) 1<sup>st</sup> Year of HSSC (Pre-Eng.): 50%
- B) For Applicants with BSc OR BASc as the Highest Qualification
  - i) Entry Test: 30%
  - ii) Matric: 20%
  - iii) HSSC or equivalent: 20%
  - iv) BSc or equivalent: 30%
- C) For Applicants Having Diploma of Associate Engineer as the Highest Qualification:
  - i) Entry Test: 30%
  - ii) Matric: 20%
  - iii) Sum of 1<sup>st</sup> & 2<sup>nd</sup> Year Marks: 50%
- D) In case of foreign qualifications (A-Level etc.):
  - i) Entry Test: 30%
  - ii) Marks in 11<sup>th</sup> Class (“O” level or equivalent): 70%

- Notes:**
1. In case the candidate has already completed his/her intermediate or equivalent qualification, their Part-I result would be used in computation of aggregate.
  2. In case of foreign qualification, letter grade will be converted to marks by IBCC formula.
  3. Since admission will be offered before the declaration of result of HSSC part-II, the following conditions will also apply.
    - a. Admission of candidates, who are unable to earn 60% or above in their HSSC and equivalent qualification or DAE, will be cancelled and their dues will be reimbursed in full without any deduction.
    - b. Admission of A-level candidates who are unable to score at least “C” grade in Physics, Mathematics/Biology and

Chemistry/CS will be cancelled and their dues will be reimbursed in full without any deduction.

**24.3 Merit of FSc (Pre-medical) with Mathematics**

In determining the merit of an applicant having FSc (Pre-medical) with Mathematics as an additional subject, the marks obtained in the subject of Biology are replaced by those obtained in Mathematics.

**24.4 Credit for NCC**

Twenty marks are added to the marks obtained in the highest examination of an applicant who has successfully completed the NCC training. An applicant gets the benefit only if he submits with his application an attested photocopy of the original certificate issued by the Director General National Cadet Corps & Women Guard. No substitute for the original certificate is recognized.

**24.5 Credit for Hifz-e-Quran**

Twenty marks are added to the marks obtained in the highest examination of an applicant who is Hafiz-e-Quran. He gets the benefit only if he:

- A) fills in the necessary column provided in the online application Form (F-I)
- B) appears before the “Verification Committee” appointed by the Vice-Chancellor and the Committee accepts his claim of being a Hafiz-e-Quran. The Verification Committee will meet for this purpose in the Jamia Mosque Bilal UET, Taxila on the notified date and time. No separate call letters will be issued in this connection.

**24.6 Determination of Merit in case of Equal Percentage of Admission Marks**

If two or more applicants have equal percentage of admission marks (up to three decimal places), they shall be treated at par for the purpose of admission.

**Explanation:** In case there is a tie for the last seat in a Discipline/Category, then all the candidates who have secured equal percentage of Admission Marks

(up to three places of decimal) shall be admitted. No transfer or new entry into that Discipline/ Category shall, however, be considered unless the actual number of candidates already admitted falls below the number of allocated seats for the Discipline/ Category.

**24.7 Merit Determined Category Wise**

The seats for admission to the bachelor's degree courses at the university are distributed over various categories. These categories are discussed in Section 23. The details of the distribution of seats are available in the Seats Allocation Chart in Section 22.

The eligible applicants for each category are grouped separately. Then based on the weighted percentage of marks obtained in the relevant examinations, comparative merit of the applicants comprising the group is prepared. The applicants belonging to a category thus compete for admission amongst themselves for the seats allocated to it.

**24.8 Transfer based on given Preferences and Merit**

- a. In case a seat in any Discipline/ Category of higher preference given by a candidate falls vacant and he is eligible for transfer to that Discipline/ Category on the basis of his merit, he shall be automatically transferred to that Discipline/Category. He will have no right to retain his admission in the Previous Discipline/Category because the seat vacated by him shall be simultaneously allotted to the next eligible candidate on merit.
- b. Downgrading based on Preferences and Merit  
If an applicant requests in writing on the prescribed form to downgrade his admission to the lower preference, he will be allowed to avail this facility only once depending on the merit and availability of seats in that department at the end of the current

merit list. Further his admission will be frozen simultaneously to the downgraded discipline/ category.

**24.9 Freezing in any given Discipline and Category**

If an applicant requests in writing to retain the discipline and category in which he has been selected for admission on merit, then he will not have any right to claim his admission in any other discipline and category of higher or lower merit even if a seat falls vacant in any discipline. Applicant desiring to freeze category / discipline must have to apply in person on the prescribed form for this purpose before the next merit list is displayed.

**24.10 Variation in Seats**

- a. The university authorities may exercise their right before the closing of admission cycle to increase or decrease the number of seats allocated to any category and there shall be no appeal against such a decision.
- b. Unfilled seats due to unavailability of applicants in the category 'X' will first be transferred to category 'S'. Unfilled seats due to unavailability of applicants in the categories G, L, M, N, O, Q1, Q2, T and S will be transferred to open merit seats (category 'A')

**24.11 Typical Examples for the Calculation of Weighted Percentage for Admission**

**CASE 1:**

Applicants having HSSC (F.Sc.) or Equivalent as the highest qualification

**Formula:**

$[30 \times (\text{Entry Test marks}/\text{Entry Test total marks})] + [20 \times (\text{Matric marks}/\text{Matric Total marks})] + [50 \times (\text{HSSC Part-I marks} + \text{NCC} + \text{HIFZ-E-QURAN})/(\text{HSSC total marks part-I})]$

**Example**

An applicant who has obtained 300/400 in Entry Test, 685/850 in Matric and 448/550 in HSSC part-I. He has obtained Haifz - E - Quran Certificate as well.

$$\begin{aligned} \% \text{ Admission Marks} &= [30 \times (300/400) \\ &+ 20 \times (685/850) + \\ &50 \times ((448+20)/550)] = 81.163\% \end{aligned}$$

**CASE 2:**

Applicants having BSc as the highest qualification

**Formula:**

$$[30 \times (\text{Entry Test marks}/\text{Entry Test total marks})] + [20 \times (\text{Matric marks}/\text{Matric Total marks})] + [20 \times (\text{HSSC marks}/\text{HSSC total marks})] + [30 \times (\text{BSc marks} + \text{NCC} + \text{HIFZ-E-QURAN})/(\text{BSc total marks})]$$

**Example:**

An applicant who has obtained 574/850 marks in matric, 720/1100 marks in HSSC, 624/800 marks BSc and 284/400 marks in Entry Test, having also NCC certificate:

$$\begin{aligned} \% \text{ Admission Marks} &= [30 \times (284/400)] \\ &+ [20 \times (574/850)] + [20 \times (720/1100)] \end{aligned}$$

$$+ [30 \times ((624 + 20)/800)] = 72.047\%$$

**CASE 3:**

Applicants having Diploma of Associate Engineer as the highest qualification.

**Formula:**

$$[30 \times (\text{Entry Test marks}/\text{Entry Test total marks})] + [20 \times (\text{Matric marks}/\text{Matric Total marks})] + [50 \times (\text{Diploma 1st} + \text{2nd year marks} + \text{NCC} + \text{HIFZ-E-QURAN})/(\text{Diploma total marks 1st} + \text{2nd year})]$$

**Example**

An applicant has 240/400 marks in Entry Test, 581/850 marks in matric and 1480/2000 marks in first two years of Diploma.

$$\begin{aligned} \% \text{ Admission Marks} &= [30 \times (240/400)] \\ &+ [20 \times (581/850)] + [50 \times (1480/2000)] \\ &= 68.671\% \end{aligned}$$

## 25 MERIT POSITON ENTRY – 2019

### Main Campus UET, Taxila

Sr.	Department	A	G	L	O	I	N	Q1	Q2	T	X
		Open Merit	Disable Persons	Backward Areas	Alumni	Diploma Holders	Engineer's Children	DG-Khan (Tribal)	Rajanpur (Tribal)	Tehsil Taxila	Overseas
1.	Mechanical	70.605				69.949	68.989			70.559	63.134
2.	Civil	69.132		69.011		69.375	68.061		52.436		59.241
3	Electrical	66.520		64.811	62.780	70.595	51.480	58.520		61.673	52.082
4	Software	68.986	61.591			65.248					54.339
5.	Electronics	58.532				67.481					47.441
6.	Computer	64.134				64.938					49.975
7.	Industrial	58.257				67.889					53.325
8.	Telecom	58.516				65.209					48.245
9.	Environmental	51.570				67.785					50.136
10	Computer Sc.	67.205				---					---

## 26 Domicile Requirements

### 26.1 Domicile Certificates to be submitted by All Applicants

All applicants are required to submit with their applications an attested photocopy of their domicile certificate failing which their applications shall not be considered for admission.

### 26.2 Applicants Required to Submit Additional Documents

Applicants for categories A, G, L, N, Q1, Q2, and T who have passed the Higher Secondary School Examination from any Board of Intermediate and Secondary Education not included in the Punjab Province or Federal Capital Area, Islamabad, will have to submit

additional documents described in section 26.3 in support of their domicile.

**26.3 Additional Documents Required**

The applicants who are required to submit additional documents may fall into the following three categories:

**a. Children of Government Servants**

If the parent of the applicant is a government servant who belongs to Punjab but is serving in any other province of Pakistan, then the parent should produce a certificate on Form F-II (can be downloaded from admissions.uettaxila.edu.pk) from the head of his department affirming that he is a permanent resident of the Punjab. It shall be necessary in such cases that the period of the applicant's study corresponds with the period of the posting of the parent in that province.

**b. Others**

Applicants other than those at para 'a.' must submit the following additional documents in support of their domicile certificate:

- i. An attested Photocopy of father's/mother's domicile certificate of the Punjab Province or the Federal Capital Area, Islamabad.
- ii. Documentary Proof in the form of a certificate on Form F-III (can be downloaded from university website) from the election officer of concerned area of the Punjab Province/ Federal Capital Area, Islamabad to the effect that name of the father/mother of the applicant appears in the electoral rolls.
- iii. An attested Photocopy of the relevant page of the electoral rolls on which the name of the father/mother of the applicant appears.
- iv. An attested Photocopy of the identity card of the applicant's father/mother.
- v. An undertaking from the candidate on Form F-IV. (can be downloaded from admissions.uettaxila.edu.pk)

**c. Applicant Whose Father is not Alive**

In case the applicant's father is not alive and the

above documents cannot be produced, the applicant should submit:

- i. Documentary evidence of his father's/mother's immovable property in Punjab or Federal Capital Area, Islamabad.
- ii. Documentary proof of his father's death.

**26.4 Domicile Requirements for Children of the Armed Forces Personnel**

In addition to the seats reserved for the category 'J', the children of the Armed Forces personnel can apply for admission on basis of merit against seats reserved for their province of domicile or the seats reserved for the province in which their parent (the member of the Armed Forces) is posted.

Thus, an applicant who is domiciled in Sindh, but his parent is posted in Punjab can apply against seats reserved for Sindh or against seats reserved for Punjab. However, if he applies under category 'A', he will have to submit with his application a certificate from the GOC of the area regarding the place of his parent's posting.

**27 Documents to be Attached with Form (F-I)**

An applicant must exercise great care in ensuring that his application form (F-I) is complete and submitted online on or before the closing date. If an applicant secures admission in a particular merit list, he will have to submit the following documents along with the printout of application form (F-I) when he will report to the admission office for joining:

**27.1 Documents to be submitted by All Applicants: (Attested Photocopies)**

- i. CNIC/FORM-B
- ii. Certificate of Secondary School Examination (Detailed Marks Certificate).
- iii. Degree, Diploma or Certificate of the examination based on which admission is sought (i.e. FSc, BSc, or Diploma of Associate Engineer etc.). Result cards

issued by the board/ university are acceptable. Provisional Certificate in place of Degree/ Diploma will not be accepted.

- iv. Detailed Marks Certificate of the examination based on which admission is sought.
- v. Domicile Certificate.
- vi. Entry Test result.

### 27.2 Additional Documents (Mandatory)

To whom applicable:

- i. If you have passed HSSC (Pre-medical), you must submit an attested photocopy of the certificate for additional Mathematics.
- ii. If you are seeking admission based on BSc Degree you must submit an attested photocopy of the HSSC Certificate as well.
- iii. If you are applying for 'G' category seats, you must submit a certificate from concerned Social Welfare, Women Development and Bait ul Maal (Provincial Council for the Rehabilitation of Disabled Persons) Government of the Punjab or Federal Government.
- iv. If you are applying for 'M' Category seats, you must submit in original a certificate from the Registrar of the university on prescribed Form F-IX (Available in the Registrar's office).
- v. If you are applying for the 'N' Category seats, you must submit an attested photocopy of the relevant degree of your father or mother and renewed PEC registration Certificate.
- vi. If you are applying on 'O' category seats, you have to submit an attested photocopy of the educational degree/ certificate of your parent as an evidence of the fact that he (parent) was a graduate of this university or its parent institution, i.e. the former University College of Engineering Taxila.
- vii. If you are applying on Q1 or Q2 category seats, you must submit a certificate from the District Coordination Officer verifying that he is a resident of the tribal areas of respective districts

viii. If you are applying on 'X' category seats, you must submit

- a) A Certificate on Form F-VIII (can be downloaded from university website) regarding his parent's employment in a foreign country issued by the Pakistani embassy in that country.
- b) A photocopy of his parent's valid resident visa for that country attested by the Pakistani Embassy.
- ix. If you have successfully completed the NCC training and wish to claim 20 marks you must submit an attested photocopy of the certificate issued by the Director General National Cadet Corps and Women Guards.
- x. If you are claiming 20 marks for being Hifz-e-Quran, read clause 24.5 of the prospectus carefully.
- xi. If you are son of Armed Forces Personnel and are seeking admission not against the seats reserved for the province of your domicile but against the seats reserved for the province where your parent is posted, you have to submit in original certificate from the GOC of the area about the place of your parent's posting.
- xii. If you are applying for any category requiring the Punjab domicile and you have passed the Higher Secondary Examination from a Board or Institution not included in the Punjab/Federal Capital Area, Islamabad, you should read section 26.2 and 26.3 carefully to find out the additional documents, you must submit along with Form F-I.

## 28 How to Complete and Submit the Application Form (F-I)?

Only online filled application forms will be accepted. A candidate can fill the application form (F-I), available online at:

[admissions.uettaxila.edu.pk](http://admissions.uettaxila.edu.pk)

While filling the FORM (F-I) please read the following instructions carefully:

**Instructions for Online Filling of Application Forms:**

- On the web-link admissions.uettaxila.edu.pk, click on My UET button.
- Enter your CNIC/B Form No. issued by NADRA, set password, and then click Register button for registration with UET to access the application Form.
- The Candidate can Sign in now.
- Fill the personal information, applicable options, educational information, and preferences and submit it online.
- The candidate can sign in again and again to see/edit his/her data until the closing date of submission of application forms online. After that editing access will be disabled.

**28.1** Only one application form is to be submitted for any number of disciplines and categories you apply for.

**28.2** All entries should be in BLOCK LETTERS.

**28.3** Fill the column for preferences very carefully. The order of preferences once given shall be final and cannot be changed subsequently, after the submission of application form online.

**28.4** Under Column ‘Disciplines’ use the following abbreviations:

Civil Engineering	Civil
Computer Engineering	Computer
Electrical Engineering	Electrical
Electronics Engineering	Electronics
Mechanical Engineering	Mechanical
Software Engineering,	Software
Telecommunication Eng.	Telecom
Industrial Engineering	Industrial
Environmental Eng.	Environmental
Computer Science	Computer Sc

**28.5** Under the Column ‘Category’ the candidate will choose only between ‘A’ (open merit), ‘S’ (partial subsidized) or ‘X’ (children of overseas Pakistani). The other categories will be adjusted automatically depending upon his applicable options.

**For Example:**

A candidate whose father is an engineer, alumnus of UET Taxila and the candidate also belongs to the

district Chakwal and his first choice is Mechanical Engineering then ideal way to fill preferences is as follows:

Sr. No.	Discipline	Category
1	Mechanical	A
2	Mechanical	N
3	Civil	A
4.	Civil	N
5.	Civil	L
6.	Electrical	A
7.	Electrical	N
8.	Electrical	L
9.	Electrical	O

and so on.

- 1<sup>st</sup> preference is Mechanical open merit.
- 2<sup>nd</sup> preference is Mechanical for engineer’s son seats.
- 3<sup>rd</sup> preference is Civil open merit seats.
- 4<sup>th</sup> preference is Civil for engineer’s son seats.
- 5<sup>th</sup> preference is Civil for backward districts of Punjab seats.
- 6<sup>th</sup> preference is Electrical for open merit.
- 7<sup>th</sup> preference is Electrical for engineer’s son seats.
- 8<sup>th</sup> preference is Electrical for backward districts of Punjab seats.
- 9<sup>th</sup> preference is Electrical for children of university alumni seats.
- 10<sup>th</sup> preference is any other as per choice of candidate.

**28.6 Deadline for Receipt of Applications**

The application form complete in all respects should be submitted online on or before the last date notified for submission of applications.

**28.7 Incomplete Applications**

Incomplete applications shall not be entertained, and application fee shall also not be returned on any ground.

**29 Procedure for the Selected Candidates**

**29.1 Notification of Selection**

Admissions are granted on merit and according to preferences given by the

applicants

A list of selectees will be displayed on official University website (admissions.uettaxila.edu.pk). The applicants can check the merit lists according to the schedule given in Section 34.

### 29.2 Depositing of Dues and Documents

- If the name of applicant appears in the merit list, he will report to Admission Office within the prescribed time limit for the particular merit list.
- He will submit the printout of application form F-I along with documents mentioned in section 26 and 27 of the prospectus. His eligibility will be determined according to the eligibility criteria for a discipline/ category laid down in the prospectus.
- **The admission offers to “Not Eligible” candidates will be cancelled whereas the “Eligible” candidates will be issued call letters and bank challan.**
- After depositing fee in HBL, UET, Taxila branch the candidate will submit the following documents in the Admission Office within the time period of a particular merit list:
  - i. Bank Challan receipt in support of the University Dues deposited in the Habib Bank Ltd., UET Taxila Branch
  - ii. Medical Certificate (F-V) duly signed and stamped by the District Medical Superintendent or the Medical Officer of the university or a Commissioned Medical Officer
  - iii. Ten attested and most recent photographs
  - iv. Attested Certificate of parent’s/ guardian’s income
  - v. Original degrees, certificates, and result cards of SSC, HSSC, BSc, GCE(A), Diploma of Associate Engineers or the equivalent qualifications and their duplicate attested photocopies
  - vi. Original Marks Sheet of Entry Test
  - vii. Original NCC certificate (If applicable)
  - viii. Original Domicile certificate
  - ix. Attested copy of National CNIC/Form B
  - x. Bio-Data Sheet (F-VI) duly completed
  - xi. Undertaking (F-VII) on a Stamp Paper of

Rs. 50/-

**Important:** Consideration in next merit lists: Admissions are granted on merit and according to preferences given by the applicants. An applicant who secures admission in a discipline of his lower preference and he desires to be considered in next merit lists, **MUST** submit all the UNIVERSITY dues and ORIGINAL documents. If he fails to do so, his name would be excluded from any future merit lists and his admission would be cancelled.

### 29.3 Relaxation in Time Limit

If a selectee is prevented by unavoidable circumstances from timely fulfillment of the requirements laid down in 29.1 and 29.2, he should intimate the Convener Admission Committee about it within the prescribed time limit along with relevant documentary proof. The Convener Admission Committee may, at his discretion, grant relaxation in the time limit, which shall not exceed THREE days.

### 29.4 Forfeiture of Right for Admission

A selectee who fails to fulfill the requirements laid down in 29.1 and 29.2 within the prescribed time limit shall forfeit his right of admission and will not be considered in subsequent merit lists. However, such candidates may be considered as per following:

Initially they will be offered admissions in the disciplines in which their names appeared 1st time in merit list at the end of the current merit list, based on merit and subject to the availability of seat. Moreover, they will be eligible to be transferred in the disciplines of their higher preferences, if further merit lists are displayed.

### 29.5 Provisional Admission

On fulfillment of the obligations mentioned in 29.1 and 29.2 a selectee will be admitted to the university. This admission shall however, be ‘provisional’ until all the original degrees or certificates, submitted by him, have been verified for their veracity. In case



any document proves to be false, fake, fabricated or do not comply towards eligibility criteria mentioned in section 21 found at a later stage, a provisionally admitted student shall be liable to expulsion from the university and to any other disciplinary or legal action the university may deem fit. Moreover, all the fees and charges deposited by him shall stand forfeited in favor of the university.

**29.6 Deadlines for Admission**

Admission shall be closed from date as given in admission schedule (clause 34).

**29.7 Notification of Selection of Categories B, C, D, E, F, H, J, and K**

The applicants for the seats reserved for these categories will be informed about selections by the authority responsible for their selection. After that the university will issue them call letters with a target date to report in the Admission Office to complete the remaining admission formalities.

**30 Fees and Other Charges**

**30.1** The fees and charges to be paid by the students admitted to the bachelor’s degree courses are mentioned in Table 30.1. The same are subject to revision/ modification by the University authorities at any time without any prior notification.

**30.2** For Examination Fees, see the relevant section.

**30.3** i. The University also grants fee concession on merit as well as need basis.

ii. Students should maintain their own personal record of original receipts of dues till clearance to avoid problems in future. Nonproduction of original dues receipts on demand can be considered as non-deposit of fee.

iii. All the admitted students are advised to open their bank accounts in Habib Bank Limited at UET Taxila branch.

**Table 30.1**

Description	Subsidized	Partia-Subsidized
Non-Recurring (Payable at the time of admission)	(Pak. Rupee)	(Pak. Rupee)
Admission/ Re-admission Fee	6,000	500,000
Registration Fee	4,000	4,000
Library Security (Refundable)	2,000	2,000
Students Bus Card Fee	200	200
Students Identity Card Fee	300	300
Verification Fee	2,000	2,000
*Survey Camp Charges (for Civil Eng. only)	5,000	5,000
<b>Additional for Hostel Resident</b>		
Hostel Security (Refundable)	5,000	5,000
Mess Security (Refundable)	3,000	3,000
Service & Contingencies	2,500	2,500
<b>Recurring Fee (per semester)</b>		
Tuition Fee	32,000	66,000
Tutorial Fee	1,000	1,000
Sports Fee	500	500
Magazine Fee	500	500
Medical Fee	1,000	1,000
Laboratory Fee	1,000	1,000
Examination Fee	1,000	1,000
Book Bank Rent	500	500
Instructional Tour Fee	1,000	1,000
Recreation Fee	600	600
Bus Fare for Resident	3,000	3,000
Bus Fare for Non-Resident	12,500	12,500
Stationery Charges	500	500
Smart and Safe Campus Fee	2,400	2,400
<b>Additional for Hostel Resident</b>		
Room Rent	4,000	4,000
Electricity charges	3,600	3,600
Sui Gas charges	2,400	2,400
Masjid Fund	500	500
<b>Total Fee for First Semester (Resident)</b>	<b>80,500</b>	<b>608,500</b>
<b>Remaining Semesters (Resident)</b>	<b>55,500</b>	<b>89,500</b>
<b>Grand Total for 4 years (Resident)</b>	<b>469,000</b>	<b>1,235,000</b>
<b>Total for First Semester (Non-Resident)</b>	<b>69,000</b>	<b>597,000</b>
<b>Remaining Semesters (Non-Resident)</b>	<b>54,500</b>	<b>88,500</b>
<b>Grand Total for 4 years (Non-Resident)</b>	<b>450,500</b>	<b>1,216,500</b>

\* These additional charges will be paid with the fees of 4<sup>th</sup> Semester of Civil Engineering students only

**30.4** The Dean of the concerned faculty, on the recommendation of the Chairman concerned, may grant extension in payment of dues to the needy students on cogent reasons recorded in writing for a maximum period of 30 days beyond the schedule of the dues circulated by

Dues & Scholarship Section. He/she may also allow the payment of dues in TWO installments. The remission of late fee fine or re-admission fee cannot be waived off if extension is not allowed by Dean beyond the extension period. However, the Competent Authority can waive off late fee fine, on the provision of special case.

**30.5** University dues received in favor of students under loan scheme of National Bank of Pakistan will be adjusted against his/her outstanding dues. In case, the university has extended fee concession to a student, the same will not be withdrawn. The amount equal to fee concession will be paid to the concerned student to enable them to return the amount to NBP themselves to reduce their loan liability.

**30.6** Financial assistance / Scholarship received from UET or any other agency/ organization, the fee will be adjusted for his/her outstanding dues. The amount will not be refunded to the student. In case he/she has already been granted Half/ Full fee concession for the said period, it will stand cancelled automatically and he /she will deposit the fee concession amount in favor of the university or financial assistance will be adjusted against outstanding dues. Student can avail one financial assistance/scholarship from any agency at a time.

**30.7 Periods of Fees and Other Charges**  
The Non-Recurring fee are charged

at the time of admission while the recurring fee are charged per semester. The hostel charges are payable for the whole semester. Electricity charges for fans are payable for summer session and will be charged with the fee during spring semester. While the electricity charges for room heaters are payable for winter session and will be charged with the fee during fall semester. With the prior permission of the Senior Warden, the resident students can use air coolers during summer session. They will be charged an additional amount of Rs. 1200/- per room per session. The charges for room heaters are payable for winter session and will be charged with the fee during fall semester.

**30.8 Securities**

All kind of securities mentioned above remaining unclaimed for two years from the date of becoming due for refund shall lapse to the university for transfer to the Endowment Fund.

**30.9 Refund of Securities**

- i. The mess security will be refunded when a student leaves the university or the hostel, after deduction of outstanding dues of the university, subject to the submission of clearance, completed in all respects.
- ii. The refundable university security, library security and hostel security, however, shall stand forfeited if a student withdraws from or leaves the university before completing the first year.



**30.10 Non-payment of Fee and Charges**

A fine of Rs.10/- per day will be charged for a period of 10 days after the last date fixed for payment of fees and charges. After that, the name of the defaulter will be struck off the rolls of the university and he/she will have to pay the re-admission fee along with the fees and fine before he is re-admitted. Application to this effect shall be submitted to the concerned Dean of Faculty. However, a student who receives scholarship through the university Treasurer may pay his/her fee and charges without fine within a week of receipt of the scholarship for the corresponding period.

**31 University Dress Code**

The students shall wear dress that ensures modesty, sobriety, and dignity. The dress must neither be offensive to social norms and ethical values of the society nor injurious to feminine grace



and gentleness. Female students shall, preferably, wear a scarf and an overall sufficient to conceal their posture.

**32 Miscellaneous**

**32.1 Liability for Injury Damage and Loss:**

The University teaching programs include training in its workshops and laboratories, places of engineering interest, industrial concern, and construction jobs. The University or other concerns shall not be responsible in the event of an injury, damage or loss to a student resulting from any cause whatsoever during such training.

**32.2 Modification of Rules and Regulations:**

The rules and regulations governing various aspects of students' life at the University (such as discipline, admissions, examination, migrations, fees, and charges etc.) are given in this prospectus or elsewhere as they stood at the time of its publication. There is no guarantee that these rules and regulations will remain unchanged throughout a student's stay at the University; nor does it, in any way restrict or curtail the inherent powers for the University authorities to modify them whenever in their judgment any modifications are called for, and to implement the modified rules and regulations from a date which they deem appropriate.

