##### Migration Policy B.E / B.Arch Programs

* + 1. Migration is only allowed to and from a public sector University and foreign University recognized by Higher Education Commissions (HEC).
    2. Admission on migration basis will be given, if the seat(s) is available in relevant discipline.
    3. Migration is not allowed to the students in the first and final year.
    4. Migration/ Transfer is allowed only in the cases of extreme hardship for the students or if it is considered in the best interest of the university by the competent authority. The decision of the university is final and binding in this regard.
    5. The students failing in previous Semesters (i-e- less than 50% marks) shall not be eligible for admission on migration basis.
    6. Admission on migration basis will be given up to the fourth week of the start of the classes of particular semester whether in the Spring or Fall Semester.
    7. The applicant will submit an application in the Office of Registrar on the prescribed Application Form for Migration.
    8. The applicant will submit the following documents along with the application form:
       1. Original NOC (No Objection Certificate) from the parent University
       2. Photocopy of Student ID Card of the parent University
       3. Photocopies of Detailed Marks Sheets.
       4. Original Challan/ vocucher of non-Refundable Rs. 5000/- as a processing fee (shall be paid in the account of the University through challan/ voucher).
       5. Original Authority Letter by the parents/guardian for the migration of the applicant.
       6. No Objection Certificate (NOC) of the parents University/ Embassy (only for the foreigner applicant).
    9. Then the Office of Registrar will send the case to the Convener or Secretary of the Equivalency Committee (as notified by the Competent Authority of the University) for the further process, after the approval of the Competent Authority (i.e., the Vice Chancellor).
    10. The Equivalency Committee will assess all the related aspects of the case. Moreover, the Equivalency Committee will notify all the terms and conditions in its decision for the case. The decision of Equivalency Committee will not be changed at any cost.
    11. The Secretary of Equivalency Committee will send the case to the Office of Registrar along with the copy of decision taken on the migration case. Meanwhile, the Convener of the Equivalency Committee will inform the Vice Chancellor regarding the decision taken on the case.
    12. The Office of the Registrar will notify on the case as per the decision of the Equivalency Committee.
    13. The local applicant if offered admission on the basis of migration shall be required to pay non-refundable migration fee of Rs. 400,000/- (Rupees Four Hundred Thousand Only) + 5% Tax (Rs. 20,000/-) through pay order in favour of Director Finance, Dawood University of Engineering and Technology, Karachi.
    14. The above prescribed migration fee for the local student shall be paid within one (01) week by the applicant after receiving the notice of terms and conditions by the Office of Registrar.
    15. The foreigner applicant if offered admission on the basis of migration shall be required to pay non-refundable migration fee of Rs. 600,000/- (Rupees Six Hundred Thousand Only) + 5% Tax (Rs. 30,000/-) through pay order in favour of Director Finance, Dawood University of Engineering and Technology, Karachi.
    16. The above prescribed migration fee for the foreigner applicant shall be paid within One (01) week by the applicant after receiving the notice of terms and conditions by the Office of Registrar.
    17. After the payment of the prescribed fee by the applicant, the Office of Registrar will issue the Admission Letter to the applicant.
    18. Student admitted on migration shall be given exemption in all such courses of First and Second Year which he/ she has passed during study in previous institution. However, he/ she shall be required to register and pass all such courses of the discipline in which he/ she is offered admission which he/ she has not studied in previous institution.
    19. Maximum seven courses can be given to the applicant in that particular semester (as per the decision of Equivalency Committee).
    20. For the student migrating from Dawood University of Engineering and Technology to another institute/college shall pay Rs. 5,000/- (Rupees five thousand only) as processing fees in the account of the University through Challan/ Voucher.
    21. The Office of Registrar will issue him/ her NOC for the migration from this University to another institute/ University specifying the time limit of two months for his/ her migration to another institute/ university.
    22. The applicant will take classes in his/ her parent university during the process of the migration case in the other institute/ university.
    23. If the applicant does not get admission on the basis of migration in any other institute/ university for what- so-ever reason(s) within two months, he/ she will report back to the Office of Registrar and continue his/ her studies in the same semester after the issuance of notification for the continuation of his/ her studies.
  1. **MIGRATION POLICY BS Programs**
     1. Migration is only allowed to and from local University and foreign University recognized by Higher Education Commissions (HEC).
     2. Admission on migration basis will be given if the seat(s) is available in relevant degree program.
     3. Migration is not allowed to the students in the first and final year.
     4. Migration/ Transfer is allowed only in the cases of extreme hardship for the students or if it is considered in the best interest of the university by the competent authority. The decision of the university is final and binding in this regard.
     5. The students failing in previous Semesters (i-e- less than 50% marks) shall not be eligible for admission on migration basis.
     6. Admission on migration basis will be given up to the fourth week of the start of the classes of semester whether in the Spring or Fall Semester.
     7. The applicant will apply in the Office of Registrar on the prescribed Application Form forMigration. The applicant will submit the following documents along with the application form:
        1. Original NOC (No Objection Certificate) from the parent University
        2. Photocopy of Student ID Card of the parent University
        3. Photocopies of Detailed Marks Sheets.
        4. Original Challan/ voucher of non-Refundable Rs. 5000/- as a processing fee (shall be paid in the account of the University through challan/ voucher).
        5. Original Authority Letter by the parents/guardian for the migration of the applicant.
        6. No Objection Certificate (NOC) of the parents University/ Embassy (only for the foreigner applicant).
     8. Then the Office of Registrar will send the case to the Convener or Secretary of the Equivalency Committee (as notified by the Competent Authority of the University) for the further process, after the approval of the Competent Authority (i.e., the Vice Chancellor).
     9. The Equivalency Committee will assess all the related aspects of the case. Moreover, the EquivalencyCommittee will notify all the terms and conditions in its decision for the case. The decision of Equivalency Committee will not be changed at any cost.
     10. The Secretary of Equivalency Committee will send the case to the Office of Registrar along with the copy ofdecision taken on the migration case. Meanwhile, the Convener of the Equivalency Committee will inform the Vice Chancellor regarding the decision taken on the case.
     11. The Office of the Registrar will notify on the case as per the decision of the Equivalency Committee.
     12. The local applicant if admitted based on migration shall be required to pay non-refundablemigration fee of Rs. 200,000/- (Rupees two Hundred Thousand Only) + 5% Tax (Rs. 10,000/-) through payorder in favor of Director Finance, Dawood University of Engineering and Technology, Karachi.
     13. The above prescribed migration fee for the local student shall be paid within one (01) week by the applicant after receiving the notice of terms and conditions by the Office of Registrar.
     14. The foreiner applicant if admitted on the basis of migration shall be required to pay non-refundable migration fee of USD 2,000/- (two thousand US Dollar Only) + 5% Tax (USD 100/-) through payorder in favor of Director Finance, Dawood University of Engineering and Technology, Karachi.
     15. The above prescribed migration fee for the foreigner applicant shall be paid within One (01) week by the applicant after receiving the notice of terms and conditions by the Office of Registrar.
     16. After the payment of the prescribed fee by the applicant, the Office of Registrar will issue the Admission Letter to the applicant.
     17. Student admitted on migration shall be given exemption in all such courses of First and Second Year which he/ she has passed during study in previous institution. However, he/ she shall be required to register and pass all such courses of the discipline in which he/ she is admitted which he/ she has not studied in previous institution.
     18. Maximum seven courses can be given to the applicant in that semester (as per the decision of Equivalency Committee).
     19. For the student migrating from Dawood University of Engineering and Technology to another institute/college shall pay Rs. 5,000/- (Rupees five thousand only) as processing fees in the account of the University through Challan/ Voucher.
     20. The Office of Registrar will issue him/ her NOC for the migration from this University to another institute/ University specifying the time limit of two months for his/ her migration to another institute/ university.
     21. The applicant will take classes in his/ her parent university during the process of the migration case in the other institute/ university.
     22. If the applicant does not get admission based on migration in any other institute/ university for whatso- ever reason(s) within two months, he/ she will report back to the Office of Registrar and continue his/ her studies in the same semester after the issuance of notification for the continuation of his/ her studies.

134