



School of Mechanical and Manufacturing Engineering

Proforma for Registering Courses in Other Departments of SMME (PhD)

A PhD student is allowed to register courses in other departments of SMME provided that he/she gets an approval from the concerned officials at the parent department. Students are allowed to take three relevant courses outside of their approved curriculum during their coursework. An additional fee of 8000/- per credit hour will be charged for repeated courses/ alternate electives.

Name of student		Reg. #	
Semester	Spring / Fall	Department	
Email		Entry	
Cell #		CGPA	

(a) Number of courses registered at the parent department in the current semester: _____

(b) Course(s) to be registered in other departments of SMME:

Name of Department: _____

Sr. #	Course Code	Course Title	Approved/Outside Curriculum (Type: Elective/ Rep/ Alternate/ Additional)

(c) Name of the course, not included in the curriculum, taken previously: _____

Please attach your transcript with this form. With the following signatures, you agree that are aware that the course may be dropped due to low strength and your credit load is ≤ 12 . Add PhD-Reg 06 form for an alternate course.

Student's Signature: _____ Date: _____

------(For Official Use only)-----

<u>Parent Department/ Examination Branch</u>		
Supervisor (Upon GEC's consent)	Recommended / Not Recommended	Signatures with date
PG Coordinator	The selected course is included in the approved curriculum. Yes/ No	Signatures with date
Examination Branch	Number of courses taken outside of the curriculum, if any: ____ (To be filled only if courses outside of the curriculum are being registered)	Signatures with date
HoD	Recommended / Not Recommended	Signatures with date
Dean/ Principal (For courses outside curriculum only)	Recommended / Not Recommended	Signatures with date
<u>Host Department</u>		
PG Coordinator	Recommended / Not Recommended	Signatures with date
HoD	Approved / Not Approved	Signatures with date
<u>Examination Branch</u>		
Posted on Qalam on:		Signatures: _____
Signatures: _____ Exam branch Clerk		Sr. Dy Cont. Exam