



Sir Syed CASE Institute of Technology

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Semester Freeze Request Form

Instructions: All students not registering in a semester are required to apply for semester leave before the registration deadline. Failure to register in two consecutive semesters and not applying for semester freeze will result in Admission Cancellation. Maximum duration required to complete the degree shall remain the same, counted from the date of admission (including the frozen semesters).

Roll No: _____

Name: _____

Semester: Spring _____ Fall _____

Program:

AD

BS

MS

PhD

Discipline: _____

Previously Frozen semester(s): _____, _____, _____

Reason: _____

I understand that final approval of Semester Freeze is subject to the approval of competent authority.

Student's Signature: _____

Date: _____

(Fee Payment Details)

Receipt No: _____

Date: _____

Amount: Rs. _____

Account's Signature: _____

Date: _____

(For Office Use)

Semester Freeze Approved (Requisite Fee to be paid by the Student)

Semester Freeze Rejected

Comments (if any): _____

Chairman's Signature: _____

Date: _____

Dean's Signature: _____

Date: _____