

HSSC April/May 2020 Examinations Registration Form for Private Candidates

Important Guidelines

- This form is to be used by HSSC Private Candidates who want to enrol, re-sit for failed/ absent subjects, improve their grades, or want to take additional subjects in April/May 2020 examinations.
- Private candidates can only be registered in **Humanities** and **Commerce** group of subjects.
- The deadline for the submission of this form, without late fee, in **AKU-EB Karachi Office** is **Wednesday, December 04, 2019.** After this deadline, late fee penalties would be applicable as per details given below.
- All fields on this form are mandatory and must be filled. Incomplete registration form will not be accepted/ entertained.

| Please check the box next to the appropriate choice(s) | | | |
|--|--|--|--|
| New Enrolment | | | |
| Re-sit for failed/ Absent subject(s) | | | |
| Improvement | | | |
| Additional subject(s) | | | |

Personal Details: Candidate's Full Name: Father's Name: Attach one recent passport size Date of Birth: Gender: ☐ Male ☐ Female photograph (2 x 2 inch) CNIC/ B-Form Number: Enrolment ID (as per result slip): **H** (For Part II candidates only) Previous Exam Candidate ID/ Roll Number (as per admit card): (For Part II candidates only) Address: City: Telephone/ Cell Number of Candidate: Valid Email Address of Candidate: (In case of invalid Email Address, candidate will not be able to receive notifications/information for April/May exams.) **Choice of Examination Centres:** (Mark the city where you would like to take the exam) ☐ Ghizer – Chatorkhand ☐ Chenab Nagar ☐ Hunza – Karimabad □ Naushahro Feroze Chitral – Kuragh ☐ Ghizer – Gahkuch ☐ Hyderabad Shikarpur Chitral – Seenlasht ☐ Ghizer – Sherqilla ☐ Jacobabad □ Sukkur ☐ Ghizer – Singal ☐ Karachi Dadu Tando Allahyar ☐ Gilgit – City / Danyore ☐ Khairpur Daharki Ubauro

*During allocation of examination centre, choice mentioned on this form will be considered. However, AKU-EB reserves the right to add or remove exam centres from the above list without assigning any reason. The students will be informed prior for any changes made in the exam centre location.

| HSSC-I | | HSS | SC-II | Medium (Check medium of choice, where applicable) |
|--------|---------------------------------|-----|---------------------------------|---|
| | Business Mathematics (3911) | | Banking (4521) | □ English |
| | | | Business Statistics (4421) | □ English |
| | Civics (1111) | | Civics (1121) | □ English □ Urdu |
| | | | Commercial Geography (2021) | □ English |
| | Economics (1011) | | Economics (1021) | □ English □ Urdu |
| | Education (3211) | | Education (3221) | □ English □ Urdu |
| | English Compulsory (0111) | | English Compulsory (0121) | □ English |
| | | | Ethics (0521) | □ English □ Urdu |
| | Fine Arts (5011) | | Fine Arts (5021) | □ English |
| | Islamic History (5311) | | Islamic History (5321) | □ English □ Urdu |
| | Islamic Studies (3311) | | Islamic Studies (3321) | □ English □ Urdu |
| | | | Islamiyat (0421) | □ English □ Urdu |
| | Literature in English (4111) | | Literature in English (4121) | □ English |
| | Mathematics (0711) | | Mathematics (0721) | □ English |
| | Pakistan Culture (4011) | | Pakistan Culture (4021) | □ English |
| | | | Pakistan Studies (0621) | □ English □ Urdu |
| | Principles of Accounting (3611) | | Principles of Accounting (3621) | □ English |
| | Principles of Commerce (3811) | | | □ English |
| | Principles of Economics (3711) | | | □ English |
| | Sociology (4911) | | Sociology (4921) | □ English □ Urdu |
| | Urdu Compulsory (0211) | | Urdu Compulsory (0221) | □ Urdu |
| | Urdu Literature (3511) | | Urdu Literature (3521) | □ Urdu |

- Candidate who has not been in Pakistan for five consecutive years can be registered for Pakistan Culture in lieu of Urdu Compulsory subject to submission of required documents and Board's approval.
- For new enrolment, please select subjects for both parts (part I & part II). However, fee will be applicable for only part I subjects.
- Subject medium will remain same as selected at the time of enrolment. However, if any change is required, please submit "application form for enrolled subject/ medium amendment" available on our website along with the applicable fee and registration form. All relevant details are available on the form.
- Once you decide on the subjects you want to register for re-sit examination, please check for clashes on the provisional timetable available on our website. All possible efforts will be made to avoid clashes while finalizing the timetable, however, the candidate(s) is advised to choose any of the conflicting subjects if necessary.

| Fee Details: | | | | | | |
|--|--|---------------------------|--|--|--|--|
| Enrolment Fee (For Part I ca | indidates only) | PKR 1,500 | | | | |
| Certificate Fee (For Part I ca | andidates only) | PKR 2,000 | | | | |
| Exam Registration Fee | | PKR 2,000 | | | | |
| Fee Per Subject (Theory) | | PKR 3,500 | | | | |
| Late Fee Penalty (applicable a | after deadline of December 04, 2019): | | | | | |
| Regular deadline (Decem | ber 04, 2019) | Nil | | | | |
| Late Fee Penalty Stage I | (December 05, 2019 – December 19, 2019) | PKR 4,000 | | | | |
| Late Fee Penalty Stage II | (December 20, 2019 – January 03, 2020) | PKR 6,000 | | | | |
| Late Fee Penalty Stage II | I (January 04, 2020 – January 15, 2020) | PKR 8,000 | | | | |
| <u>Calculations:</u> | | | | | | |
| | | Amount | | | | |
| Enrolment Fee (For Part I candi | dates only): | 1,500 | | | | |
| Certificate Fee (For Part I candi | dates only): | 2,000 | | | | |
| Exam Registration fee: | | 2,000 | | | | |
| Number of theory paper(s): | x = 3,500 | = | | | | |
| Late Fee (If applicable): | | | | | | |
| | Total Fee: | | | | | |
| Fee can be submitted in the follow | wing mode of payments: | | | | | |
| 1. Pay Order: | | | | | | |
| Beneficiary Name: NTN #: | The Aga Khan University 1206240-5 | | | | | |
| Important note: If the pay order is be processed. | s not in favour of " <mark>The Aga Khan University</mark> ", your re | egistration form will not | | | | |
| 2. <u>Cash deposit at any online</u> | e HBL branch: | | | | | |
| Candidate can deposit amo online banking facility. | Candidate can deposit amount in (PKR only) at any of the branches of Habib Bank Limited (HBL) throu online banking facility. | | | | | |
| Account Title | The Aga Khan University | | | | | |
| Account # Branch Code | 0896-79006003-01 0896 | | | | | |
| Bank Name | Habib Bank Limited | | | | | |
| Branch Name NTN #: | KARSAZ, Karachi 1206240-5 | | | | | |
| IVIIVII. | 1200240 3 | | | | | |
| Important Note: | | | | | | |
| | ntion their Enrolment ID and Name on HBL's deposit | • | | | | |
| The acknowledgement of po- office along with application | ayment given by the bank on the deposit slip (original) on form and documents. | must be sent to AKU-EB | | | | |
| Pay Order # / HBL deposit slip #: | Dated: | Amount: | | | | |

Notes:

- Duly filled registration form along with required documents and processing fee must reach at below mentioned postal address before the deadline of Wednesday, December 04, 2019. Forms received after deadline will be accepted after receipt of applicable late fee, mentioned above.
- Registration will be finalized upon receiving of physical registration form along with required original Pay Order/ Banker's Cheque/ original HBL's deposit slip. Soft copy of application form sent through email will not be entertained in any case.
- Any discrepancies in registered subject(s) or assigned examination centre must be communicated/ reported to AKU-EB Karachi Office at least Ten (10) working days prior to the commencement of examination.
- For resit policy, please refer to the following link of our website: https://examinationboard.aku.edu/services/Pages/various-forms.aspx

Checklist for submission of registration form:

| Please | submit the complete registration form along with the following items to the mailing address below: | | | |
|--|--|--|--|--|
| | One recent passport size (2 x 2 inch) photograph | | | |
| | Copy of Birth Certificate | | | |
| | A clear copy of CNIC/ B–Form | | | |
| | Copy of the previous Result Slip | | | |
| | Original Pay Order/HBL's original deposit slip | | | |
| | Surrender Original migration certificate/ Original certificate, if issued by AKU-EB | | | |
| Additional requirement for HSSC Part I private candidate: | | | | |
| Photocopy of SSC consolidated result slip issued from AKU-EB | | | | |

- Original Equivalency Certificate, issued by the Inter Board Committee of Chairmen (IBCC) for candidate completed O level or any other international qualification that can be equivalent to SSC
- Original migration certificate for candidate completed his/her SSC qualifications from any Board other than AKU-EB

Mailing Address:

Completed form along with original Pay Order/ Banker's Cheque/ original HBL's deposit slip and documents to be sent to the following address.

The Aga Khan University Examination Board Block - C, IED-PDC, 1-5/B-VII Federal B. Area, Karimabad, Karachi-75950, Pakistan

Tel: +92 21 3682 7011-8

Email: examination.board@aku.edu

Candidate Admit Card and Examination Centre Information:

Admit Card and the examination venue information will be sent to candidate's given address two week prior to the start of the examination session. Examination centre information and other instructions related to examination would be available on the admit card.

Disclaimer:

The Aga Khan University Examination Board (AKU-EB) shall take necessary measures to ensure examinations and other activities are conducted as scheduled; however, in case of any disruption caused by circumstances beyond its control, AKU-EB reserves the right to cancel, postpone and/ or delay the said examinations/ activities, and reschedule them in a manner that AKU-EB may deem appropriate. That, except to the extent of rescheduling of examination/ activities, AKU-EB shall not be liable in any manner for not holding the examinations/ activities as scheduled for the reasons stated above.

| | | rmation set out in this form and that all the |
|-------------------------------------|-----------------------------------|---|
| 1 | • | the arrangements made by the Aga Khan |
| University Examination Board for HS | SSC April/May 2020 Examination so | ession. |
| Candidate's Signature: | | Date: |