



F/QSP 02/01/00

Internal Memo

URGENT INFO ONLY
 IMMEDIATE ROUTINE

To:	First Year Class Advisor, Civil Engineering Department. (through respective Chairperson)	From:	Controller Students' Affairs
Subject:	Renewal of Fazlur Rehman Scholarship 2016.	Ref: #.	254 DSA / 245
		Date:	02-02-16

This is to inform you that the sponsor of subject scholarship intends to renew the case of Mr. Naveed Rafiq S/o Muhammad Rafiq, student of Second Year Civil Engineering bearing Roll No. 102, Batch 2014-2015 on the basis of their academic performance, attendance and conduct.

You are, therefore, requested to kindly forward the case of the said student on the attached prescribed proforma of Progress Report Form along-with the attested photocopies of latest Transcript of Spring & Fall Semester 2015 and University ID Card to this department on or before 12-02-2016 positively. The said proforma must be signed and stamped, please.

N.B: A set in duplicate of proforma along-with required documents must also be accompanied with the original, please.

K. H. A. / SA
01/02/2016
Encl: As above.

[Signature]
Controller Students' Affairs
02/02/16



NED UNIVERSITY OF ENGINEERING AND TECHNOLOGY

(Department of Students' Affairs)

Progress Report Form

Subject: Renewal of _____ Scholarship.

Mr. / Ms. _____ S/o / D/o. _____
bearing Roll No. _____ Batch: _____ the bonafide Student _____
of _____ Engineering / Architecture & Planning / Computer Science &
Information Technology Department.

The academic performance of the above student is given below:

1- Last Result:

- i- Spring Semester / Term Examination GPA / Marks obtained _____ out of _____
ii- Fall Semester / Terms Examination GPA / Marks obtained _____ out of _____
iii- Total Marks obtained / CGPA in 1st 2nd 3rd year _____

Tick any one

2- Attendance of the last Year: i- Spring Semester / Term _____% ii- Fall Semester / Term _____%

3- General Behaviour: Excellent / Good / Fair / Satisfactory / Unsatisfactory.

Recommended / Not recommended for above scholarship.

Signature with Stamp
Class Advisor

Controller Students' Affairs

Encl: Attested copies of Spring & Fall Semester / Terms Examination Marks Certificates & Student Card Copy..