

APPLICATION FILLING AND SUBMISSION

Applications will be received on-line. Candidates are not required to submit any document or visit the university. However, officials will be available to provide guidance to candidates, if they so require.

1. CORRECTNESS OF INFORMATION ON THE APPLICATION FORM

It is your responsibility to enter correct information while filling the on-line application. In case of deliberate concealment of information or misinformation, admission, if offered, will be liable to be cancelled and the candidate will be placed in the HEC blacklist through public notification and will become ineligible to apply in any HEC institution.

2. DATA ENTRY BY OVERSEAS CANDIDATES

- Overseas ("S") category applicants, who have not appeared in the Combined Entry Test, will choose the button of Overseas Applicant on the admission portal at <https://admission.uet.edu.pk>. They will then be asked to fill in their personal information. On completing the personal information, they will be asked to upload their photograph (Picture format JPG, PNG, Max File up to 1.0 MB). After uploading their picture, they will press the submit button. On successful submission, they will receive an e-mail at their e-mail address giving them their Roll number.
- A special Entrance Examination will be conducted on 21st July 2020 at 2:00 pm in the Convocation Hall for those overseas applicants who have not appeared in the Combined Entrance Test. The result of this special examination will be used in computation of merit. It may be mentioned that Entrance Test is a mandatory requirement as per Pakistan Engineering Council (PEC) regulations.

3. DATA ENTRY BY CANDIDATES SEEKING ADMISSION IN BBA, BBIT

- Candidates seeking admission in BBA and BBIT and who have not appeared in the Combined Entry Test, will choose the button of BBA/ BBIT Applicant on the admission portal at <https://admission.uet.edu.pk>. They will then be asked to fill in their personal information. On completing the personal information, they will be asked to upload their photograph (Picture format JPG, PNG, Max File up to 1.0 MB). After uploading their picture, they will press the submit button. On successful submission, they will receive an e-mail at their e-mail address giving them their Roll number.

4. INSTRUCTIONS FOR FILLING THE ONLINE APPLICATION FORM

- a) You will fill the admission application form by logging into <https://admission.uet.edu.pk>
- b) You will be asked to enter the following information:
 - Entry Test Roll Number
 - Date of Birth
 - CNIC Number
- c) On the next screen, you will see your personal information already entered while submitting the Entry Test Form.
- d) In case you are applying based on Intermediate Part-I examination, you will be required to:
 - i. Enter the name of Board of Intermediate and Secondary Education (BISE) and your registration number in Matriculation examination and Intermediate Part I examination;
 - ii. Enter your obtained and total marks in Intermediate Part I examination;
 - iii. Enter your obtained and total marks in matriculations examination;
- e) In case you are applying based on DAE examination, you will be required to:
 - i. Enter the name of Board of Technical Education and your registration number in Part I examination and Part II examination;
 - ii. Enter the name of your diploma;
 - iii. Enter your obtained and total marks in first year DAE;
 - iv. Enter your obtained and total marks in 2nd year DAE.

- f) In case you are applying based on “O” level or equivalent foreign examination, you will be required to:
- i. Enter your candidate number in the “O” level examination;
 - ii. Enter the IBCC equivalence certificate number and date issued (if available);
 - iii. Enter your obtained and total marks as indicated on the IBCC equivalent certificate.
 - iv. If you do not have an IBCC equivalence certificate, you may visit the IBCC website and enter the marks according to IBCC formulas. Kindly note that original IBCC equivalence certificate will be required from admitted candidates.
- g) In case you are applying based on B.Sc. Engineering Technology or equivalent qualification, you will be required to:
- i. Enter the name of your degree and name of the university;
 - ii. Enter your obtained and total CGPA. If you have earned percentage marks, you may enter the obtained and total marks upto seventh semester of education.
- h) Next you will be asked if you are claiming to be a hafiz-e-qura’an or a sportsperson. In case you claim to be one or both, separate admit cards for Hafiz-e-qura’an and sportsperson tests will be available to you for printing. You will report for the said tests on the dates and locations printed on the admit cards.
- i) Next you will choose your preferences for programs/ disciplines, campuses and categories.
- j) Utmost care must be exercised while giving preferences. The following aspects must be kept in mind while filling the preferences:
- ⚡ Preferences of disciplines, campuses and categories once chosen and submitted cannot be changed. Ineligible category will result in cancellation of the application.
 - ⚡ No request for freezing by a candidate, admitted in the lower preference discipline, would be entertained. The candidate will continue to be considered for movement into his/her higher preference in subsequent merit lists.
 - ⚡ Candidates must note that after the display of merit list, no application would be entertained for moving to a lower merit preference. Applications for moving into lower merit preference would only be accepted on-line from admitted candidates only, after the fourth and last merit list as per announced schedule.
- f) Once your application is complete, you will be asked to submit the application. On pressing the submission button, you will be asked to enter the verification code. Verification code is available on the inner side of the back-title cover of the prospectus. This code is valid for only one on-line submission.
- g) After successful verification, your application is final and submitted in university’s records.
- h) You may print a copy for your own record.