



**BUIITEMS**

Quality & Excellence in Education

PROFORMA FOR

**“Employee Dependants’ Fee Concession”**

(Son/Daughter, Brother/Sister, Husband/Wife)

Photograph

F-8/QSP/SAA/15/01

**Student Data/ Information**

1. CMS ID # : \_\_\_\_\_
2. Session : \_\_\_\_\_
3. Name: \_\_\_\_\_
4. Father’s Name : \_\_\_\_\_
5. Faculty: \_\_\_\_\_
6. Program of Study: \_\_\_\_\_
7. Contact #: \_\_\_\_\_
8. Date of Admission: \_\_\_\_\_

Signature of Student

**University Employee Data/ Information**

- Name of Employee: \_\_\_\_\_ Father’s Name: \_\_\_\_\_
- Designation & BPS: \_\_\_\_\_ Date of Joining: \_\_\_\_\_
- Status of employment (Regular/Contract/Temporary Contract ): \_\_\_\_\_
- Department/Directorate/Section: \_\_\_\_\_
- Relationship with the Student: \_\_\_\_\_
- Date of application: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Signature of Employee

**(Assistant Registrar, Students & Academic Affairs)**

Remarks : \_\_\_\_\_

Dated: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Signature

**Note:- Please attach the following documents with application form (Documents must be attested):**

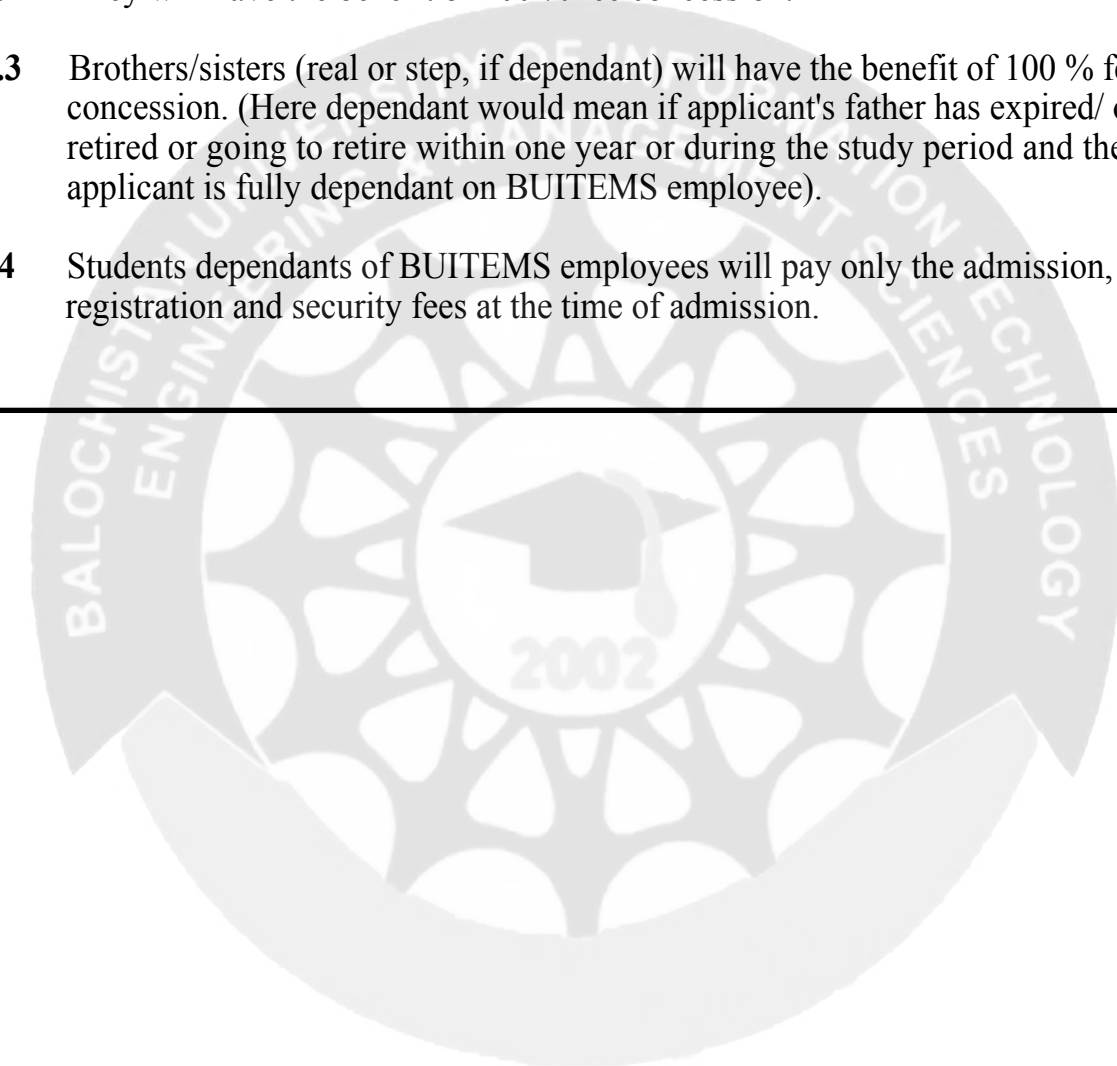
- ⊙ Appointment Order/Notification - 01 copy
- ⊙ Joining/Duty Report - 01 copy
- ⊙ Employment Card - 01 copy
- ⊙ Father’s CNIC - 01 copy
- ⊙ Student CNIC/B-Form - 01 copy
- ⊙ Fee deposited Challan/Receipt - 01 copy
- ⊙ Retirement Order/Pension Book of Father (if applicable) - 01 copy
- ⊙ Death Certificate of Father (if applicable) - 01 copy
- ⊙ Undertaking by Employee (on stamp paper worth of Rs. 50/-) duly attested by Notary Public/Oath Commissioner in original (Sample is attached)

## **Academic Rules for Undergraduate Programs**

### **14.4 Policy for Dependants of BUITEMS Employees**

Fee concession policy for the dependants of BUITEMS employees studying in different courses/programs of studies is as follows:

- 14.4.1** This policy shall apply to sons / daughters, brothers /sisters and spouses of the employees of the university
- 14.4.2** They will have the benefit of 100 % fee concession.
- 14.4.3** Brothers/sisters (real or step, if dependant) will have the benefit of 100 % fee concession. (Here dependant would mean if applicant's father has expired/ or retired or going to retire within one year or during the study period and the applicant is fully dependant on BUITEMS employee).
- 14.4.4** Students dependants of BUITEMS employees will pay only the admission, registration and security fees at the time of admission.



I, \_\_\_\_\_ S/o, D/o \_\_\_\_\_ bearing CNIC No. \_\_\_\_\_ resident of \_\_\_\_\_, rendering my services as \_\_\_\_\_ (BPS- ) at Balochistan University of Information Technology, Engineering & Management Sciences (BUIITEMS) Quetta , hereby solemnly affirm and undertake that:

i. Mr/Ms. \_\_\_\_\_ S/o, D/o \_\_\_\_\_ is my real brother/sister/daughter/son secured admission at BUIITEMS in the BS(\_\_\_\_\_) of program study is fully dependant on me and I am bearing his/her all educational expenditures.

**OR**

ii. My father is retired Government employee and my brother/sister namely \_\_\_\_\_ S/o, D/o \_\_\_\_\_ is fully dependant on me and I am bearing her all educational expenditures.

**OR**

iii. My father is jobless and my brother/sister namely \_\_\_\_\_ S/o, D/o \_\_\_\_\_ is fully dependant on me and I am bearing her all educational expenditures.

**OR**

Iv. My father has expired and my brother/sister namely \_\_\_\_\_ S/o, D/o \_\_\_\_\_ is fully dependant on me and I am bearing her all educational expenditures.

Date: \_\_\_\_\_

**Deponent**

Employee Signature: \_\_\_\_\_

**Attestation form Oath Commissioner/Notary Public**

Father's Signature: \_\_\_\_\_