



ALLAMA IQBAL OPEN UNIVERSITY

(Directorate of Admissions & Mailing)

To,
The Director Admissions,
AIOU H-8, Islamabad.

Date: _____

Subject: Application for Adjustment of Fee due to Non Admission

It is submitted that I have deposited admission fee for _____ program in Semester _____. Due to some reasons my admission was not processed in said semester. I request to adjust my fee in next semester spring/autumn _____ and grant admission. My particulars are as under;

Name	
Father Name	
Program	
Course Codes	
Fresh/continue	
Roll # (For continue Only)	
Registration # (If registered already)	
Fee Deposited amount (Rs)	
Bank Name/Branch	
Date of fee deposit	
Form No/Bank challan No.	
Fee difference deposited (if any)	

- Note:**
1. Terms and conditions of fee adjustment are as under;
 - a) Fee will be adjusted within a year of deposit date.
 - b) Fee will not be adjusted for other program.
 - c) If fee has increased in current semester then student will have to deposit fee difference.
 2. Attach following documents with application;
 - a) Original Bank Challan (keep photocopy in your record).
 - b) Admission Form (Continue student may download from website. Fresh Student may purchase new prospectus of current semester and also attach photograph & attested photo copies of certificates/degrees).

Signature of Student

Send Application on following Address;

Name: _____

Mobile Phone # -

Address: _____

**Director Admissions
Directorate of Admissions & Mailing
Allama Iqbal Open University
Sector H-8, Islamabad**

FOR OFFICE USE ONLY

Application ID