



**Institute of
Business Administration
Karachi**

Leadership and Ideas for Tomorrow

Test Round _____ Admission Year _____

Admission Test Date: _____
 Date of Final Result: _____
 Name appears on S.No. _____ of the Final Result Sheet
TO BE FILLED BY CONCERNED PROGRAM OFFICE

ENROLMENT FORM

Enrolment No. _____
 (For Office Use Only)

Application for enrolment supported by necessary documents shall be submitted to the Controller of Examinations within 6 weeks of the date of admission

The undersigned hereby applies for enrolment as a student of IBA. I understand that unless & until I am enrolled with the Institute my admission in Program remains provisional.

Program:
 (Tick mark the appropriate box) BBA BS- Social Sciences & Liberal Arts BS- Economics
 BS- Accounting & Finance BS- Computer Science BS- Eco Maths

Name (In block letters): _____
Father's Name (In block letters): _____

Date of Birth: _____ Male: Single:
 Female: Married:

Plas _____ **Nationality:** _____
City: _____ **Province:** _____ **Religion:** _____

NIC # _____ **ERP No.** _____ **Seat No:** _____

Father's Occupation: _____

Present Address: _____ **Contact Numbers:**
 Office: _____ Email: _____
 Res: _____ Cell: # _____

Permanent Address: (If different from present address) _____

PERSONAL EMPLOYMENT HISTORY: (Please start with the most recent job) (NOT REQUIRED FOR UNDERGRADUATE)

YEAR		ORGANIZATION	POSITION
FROM	TO		

QUALIFICATIONS:

Certificate or Degree	Name of the School/College Attended	Name of the Board / University	Year of Passing		Grade/ GPA	Subjects of major interest
			Year	Seat No.		
SSC or Equivalent / O'Level						
HSC or Equivalent / A'Level						
BBA/BS/BA/B.Com/B.E/MBBS/						
M.A./M.Sc./M.Com./MBA/MS						

ATTESTED COPIES (Two Each)

ORIGINAL

- Documents submitted herewith (As per the requirements mentioned overleaf)**
- 1. SSC O'Level
 - 2. HSC A'Level
 - 3. BBA BS BA Other: _____
 - 4. MBA MS MA Other: _____
 - 5. Migration Certificate
 - 6. Experience Certificate
 - 7. Marks Sheet of: _____

The above information is correct to the best of my knowledge (incorrect information may result in cancellation of enrolment / admission and detention from Examination).

Date: _____

Signature of Applicant

CERTIFICATION BY THE COLLEGE/UNIVERSITY LAST ATTENDED

Mr./Miss/Mrs. _____ S/o. D/o. W/o. _____

was a student of _____ during the session _____ Year _____

H.S.C. / A Level / Undergraduate / Graduate

His/Her attested mark sheet/certificate/degree is enclosed.

Date: _____

Signature of Principal / Vice Principal with official seal

(Two Passport size
photographs will be
submitted by applicant)

FOR OFFICE USE ONLY

The entries/documents of the form have been checked and found in order.
On the basis of the above information he/she may be enrolled.

Forwarded for Enrolment.

Dealing Executive
Program Office

Program Manager

The candidate may be enrolled.

Executive Enrolment Section

Manager Enrolment Section

Date: _____

CONTROLLER OF EXAMINATIONS

IMPORTANT NOTES AND INSTRUCTIONS

- 1 The following documents must be enclosed with the enrolment form, failing which enrolment will be liable to cancellation and fee shall not be refunded:
ATTESTED COPIES
 - a. Secondary School Certificate / O Level Certificate
 - b. Higher Secondary School Certificate / A Level Certificate
 - c. Bachelor Degree
 - d. Master Degree
 - e. CNIC or Birth Certificate**ORIGINAL DOCUMENTS**
 - f. Original Marks Sheet of last degree in the absence of degree
 - g. Migration Certificate: Issued by a Pakistani University / Board last attended other than IBA
(Original Migration Certificate will not be returned back)
 - h. Two recent Passport size photographs duly attested by the concerned Program Office
 - i. Work Experience Letter (post qualification)
 - I. For MBA (2 years Experience Letter)
 - II. For EMBA: (i) on 16 years education 3 years Experience Letter
(ii) on 14 years education 6 years Experience Letter
- 2 Students admitted prior to 2009 should deposit enrolment fee of Rs.2000/= in designated bank and attach the fee payment voucher with the application.