



# Academic Proficiency Program

## **REGISTRATION FORM**

Date of the Program:					
<ul><li>Please note:</li><li>The application will be rev</li><li>Personal Application Form</li></ul>	<u>n</u>			Please Attach Two Recent (1x1)Photographs	
Please fill all sections. Please make sure correct name spellings for certificates.					
Participant Details					
Title: (Mr., Ms., Dr., etc.)					
Name (BLOCK CAPITAL)					
CNIC #/Guardian CNIC					
Date of Birth					
Currently Pursuing	O' Levels A Level HSC I HSC II				
		B. Comm BA	Others.	(Please Specify)	
Current School/College					
Preferred Email					
Mobile Number					
Postal Address					
Vehicle #					

### Entry Test Details:

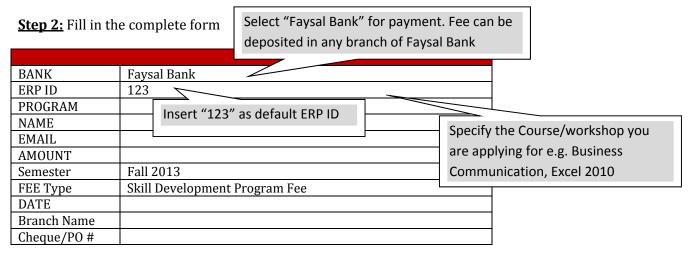
Program that you have applied for: (E.g BBA, MBA, BS Computer Science, etc	Date of Entry Test	Institutes that you would be applying for
How did you hear about the prog	gram?	
Senior Official Colleague Human Resources Departmen Through Mail Word of mouth Social Networks IBA's website Advertisement (Please specify		
Other (Please specify)		
Checklist for Documents:  ☐ Documents Attached ☐ Copy of CNIC / Guardian of Two 1 X 1 Photographs ☐ Copy of Intermediate/A lev		
Note:		
Participants with less than 80% will not be awarded Certificate	of attendance or score less tha	n 60% at the end of the course
Applicant's Signature:	Date:	

The completed Application Form can be either attached to an email and sent to <a href="mailto:BE&SDP@iba.edu.pk">BE&SDP@iba.edu.pk</a> or printed and posted to our mailing address:

Skill Development Program, Center for Executive Education, Institute of Business Administration, City Campus, Garden/Kayani Shaheed Road, Karachi, Pakistan

#### **Payment Method:**

**Step 1:** Click on the link (or copy the link in your browser) <a href="http://140.174.69.133/fee\_vouchers/">http://140.174.69.133/fee\_vouchers/</a>



**Step 3:** Click "Submit", print the fee voucher and submit the voucher in Faysal Bank

**Step 4:** Submit the Program Office & Finance Department copy of the fee voucher along with the registration form at the Skill Development Program, IBA City Campus

**Note:** Fee is not acceptable in cash or cheque at our office

IBA reserves the right for cancellation of any workshop in case of contingency. Please note that the registration is limited on first come first serve basis, therefore, confirm your registration **5 days before the workshop.** 

IBA being an educational institution is exempt from tax under Clause 92, Part 1 Second Schedule, of Income Tax Ordinance 2001. Tax exemption certificate and NTN # is available at <a href="http://www.iba.edu.pk/finance.phpl">http://www.iba.edu.pk/finance.phpl</a>

#### **Cancellation Policy:**

Cancellation charges are as follows

5 days before start of workshop	No Cancellation Charges
Within 4 days prior to workshop	50% of the program charges
1 day prior to workshop	100% of the program charges

For more information, please visit our website: <u>www.iba.edu.pk</u> or contact us **Contact:** Center for Executive Education, Institute of Business Administration,

City Campus, Garden/Kayani Shaheed Road, Karachi, Pakistan.

**Tel:** (021) 38104700 (**Ext**: 1801, 1541) **Fax:** (021) 38103008, (021) 38103011

**Email:** BE&SDP@iba.edu.pk

Website: http://cee.iba.edu.pk/BEnSDP.shtml

**Facebook:** <a href="https://www.facebook.com/IbaBusinessenglish">https://www.facebook.com/IbaBusinessenglish</a> <a href="http://www.linkedin.com/pub/besdp-iba/77/704/259">https://www.linkedin.com/pub/besdp-iba/77/704/259</a>

## Adding Skills to Experience