

ATTENTION STUDENTS

IoBM is launching **ONLINE REGISTRATION** for Summer Semester 2010. Authorization code has already been sent on your official IoBM e-mail account. If you have not received it, kindly visit our website www.iobm.edu.pk or contact Mr. Kashif Mughal in I.T. Department to retrieve your authorization code as soon as possible or you will not be able to register online for Summer Semester 2010. **Please note the following important points for Online Registration.**

- You can register yourself via **ONLINE REGISTRATION** for Summer Semester 2010 from Friday April 09, 2010 to Saturday April 23, 2010, after this date E-mail System will be used till May 08, 2010.
- In case of failure of Online Registration, you will be required to revert back to e-mail system.
- Manual registration will be allowed only for those students who have not been registered through online registration.

- Add/Drop will be allowed three times during online registration. Add/Drop will not be allowed on manual registration.
- Registration will start on Friday April 09, 2010 from 10:00 a.m. to 1:00 p.m. and 3:00 p.m. to 5:00 p.m. Next day onwards Online Registration will continue from 3:00 p.m. to 6:00 p.m. daily.
- Fee submission will be allowed only from 8:00 a.m. to 1:00 p.m. starting Saturday April 10, 2010 to Saturday April 23, 2010.
- Those students doing official internship in Summer Semester 2010 are required to submit written approval from Internship Department and get their courses registered manually from Registration Department.
- Those students on below good standing must sign an Undertaking with Student Counselor and then register their courses with Registration Department.

- Online registration demonstration has already been conducted by I.T. Department. If anyone is interested for demo, please contact Mr. Kashif Mughal in I.T. Department Ext. 326.
- Online Registration tutorial has already been sent at your official IoBM e-mail account for understanding registration process step-by-step.
- **Stepwise Enrollment for Online Registration System**
 - Step 1: Visit our website www.iobm.edu.pk, click **Announcements**
 - Step 2: A link is visible namely “Student Enrollment for Online Registration” please click it.
 - Step 3: If “Authorization Code” is not received then follow the link “click here” given below on that page.
 - Step 4: Please fill it with student I.D. and authorization code which is already sent on your official IoBM e-mail account.
 - Step 5: Please complete the form with required information.

After completion of above steps, you will be eligible for **Online Registration for Summer Semester 2010.**

➤ **Registration**

Friday April 09, 2010 to Saturday May 08, 2010

Last date to Drop Course(s) Without Penalty

Courses Scheduled on Weekends

Sunday May 16, 2010

Courses Scheduled on Weekdays

Friday May 28, 2010

Last date to Drop Course(s) With Penalty

Courses Scheduled on Weekends

Sunday July 04, 2010

Courses Scheduled on Weekdays

Thursday July 16, 2010

➤ **SEMINAR IN ECONOMIC POLICY (ECO405)** Only for last semester students.

➤ Please note that swapping of elective courses from Bachelors to Masters Program is not allowed.

➤ **CONDITION FOR ENROLLING FOR MBA (1 YEAR)
COURSES AFTER BACHELORS PROGRAM**

- **Bachelor Students are not allowed to take MBA courses until they have finished their Bachelors Program and also have changed their status from Bachelors to Masters.**