



COMSATS University Islamabad

Registrar Secretariat, Principal Seat, Islamabad

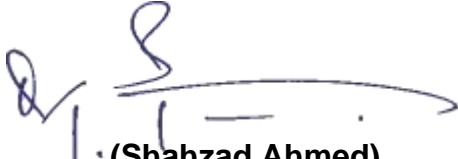
No. CUI-Reg/Notif-97/24/348

April 29, 2024

NOTIFICATION

Subject: **Inter-Campus Migration Rules of COMSATS University Islamabad, 2024**

In pursuance of approval granted by the Syndicate in its 15th meeting held on March 13, 2024, the attached 'Inter-Campus Migration Rules of COMSATS University Islamabad, 2024' are hereby notified for implementation across CUI.


(Shahzad Ahmed)
Manager/ Incharge, Management

Distribution:

- All Principal Officers
- All Directors/ Incharge of CUI Campuses
- All Deans of Faculties
- Director Planning, Development and HRD
- Heads/ Incharges of the Offices at CUI Principal Seat
- Additional Registrar/ Deputy Registrar (Admin) at CUI Campuses
- Sections Incharges at Registrar Secretariat

Copy to:

- SO to the Rector
- PS to the Registrar



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Inter-Campus Migration Rules of COMSATS University Islamabad, 2024

1. TITLE

These Rules, framed in pursuance of the Section 30 (1) of the COMSATS University Islamabad Act, 2018 shall be called "Inter-Campus Migration Rules of COMSATS University Islamabad, 2024".

2. COMMENCEMENT

These Rules will come into force on the date of approval of Syndicate i.e. 13th March, 2024

3. DEFINITIONS

In these Rules, unless the subject or context otherwise requires, the following expressions shall have the meanings hereby respectively assigned to them, that is to say:

- a. "University" means COMSATS University Islamabad (CUI)
- b. "Government Hospital" means hospital of any Federal or Provincial Government
- c. "Campus" means a constituent campus of the University
- d. "Parent Campus" means the campus where the admission is initially secured by the student
- e. "Destination Campus" and "Campus of Choice" means the campus where the student desires to be migrated/ transferred

4. ELIGIBILITY CONDITIONS

- i. The facility of inter-campus migration is allowed to only those students of COMSATS University Islamabad (CUI) who are unable to continue with their education at the Parent Campus due to unavoidable/special circumstances.
- ii. In case of migration requested on the basis of medical grounds, verified medical reports from the concerned specialist of government hospitals must be submitted along with the request. The same shall be verified by the Medical Officer at CUI.
- iii. Students will be eligible to apply for inter-campus migration only after completing at least 02 semesters at the Parent Campus.
- iv. The requesting student shall have a minimum CGPA of 2.0 and his/ her scholastic status must not be on 'probation'.

However, migration shall not be demanded as a matter of right under any circumstances and can be refused by the administration without assigning any reason.

5. PROCEDURE FOR MIGRATION

The following procedure will be followed to process the cases of inter-campus migration of students:

- i. All inter-campus migration cases have to be initiated by the Parent Campus of the student.
- ii. On receipt of an application from the student, the administration of the Parent Campus shall forward only verified cases to Registrar Office for further processing. The application shall accompany the complete academic record of the student and "No Objection Certificate" (NOC).
- iii. Subsequently, the Registrar Office shall seek NOC from the Destination Campus
- iv. The Destination Campus shall intimate the willingness/NOC to the Registrar Office only after evaluating the application of the student from all perspectives. The student requesting migration must meet the closing merit of the Destination Campus at the time of admission in CUI.
- v. The Office of the Registrar shall approve and notify migration after receipt of NOC from both the Campuses.
- vi. Accordingly, the Parent Campus shall:
 - a) Inform the concerned student regarding formalities to be completed
 - b) Forward the complete academic record of the requesting student to the Destination Campus
 - c) Forward refundable security and any fee paid in advance by the concerned student to the Destination Campus.
- vii. The migration shall not be cancelled/reversed after the Notification of the same has been issued.
- viii. The Parent Campus shall prepare a combined list of all eligible migration cases and forward it to Registrar Office along with supporting documents, after Result Notification of the semester at Parent Campus.
- ix. The Parent Campus shall not process any request for migration during semester.
- x. The Registrar Office shall not forward any migration case to Destination Campus after commencement of classes at that Campus.
- xi. An aggrieved student may prefer an appeal to the Rector, considering verified exceptional circumstances, who shall have the power to decide the case. The decision of the Rector in such cases shall be final.