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Dear Student,

**1.** It gives me satisfaction to inform that on attaining required merit you have been provisionally selected to undergo Bachelor of Architecture program at our institution. I along with my faculty and staff members congratulate you and welcome you to school of Art, Design and Architecture (SADA), which is going to be your home for the next five years.

You are expected to reach NUST, H-12 sector Islamabad at Gate# 01 and 10 by 0900hrs on 19 September 2016. From NUST gates you will be guided to SADA building. On arrival, 1st Step will be completion of your **Registration process** and checking / verification of your documents. Orientation and introduction session will take place at 1205 hrs on completion of Registration.

Please present the following documents to complete registration process.

1. Original SSC / Equivalence Certificate and detailed Marks sheet, with 2x photocopies of each duly attested.
2. Original HSSC / Equivalence Certificate and detailed Marks sheet, with 2x photocopies of each duly attested. (Must produce provisional equivalence certificate/ letter from IBCC if original equivalence is not issued so far)
3. 2x attested photo-copies of CNIC or Form B and attested photo-copy of CNIC of father / guardian.
4. 4x passport-size color photographs duly attested.
5. 2x photographs for ID Cards (1” x 1” size)
6. Medical Fitness Certificate duly issued by a Registered Medical Practitioner doctor of any Government hospital to the effect that the student is not suffering from any communicable disease, including Hepatitis, and is mentally /physically fit to undergo the course of studies. The certificate can be downloaded from our website along with the admission letter.

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1. Surety Bond on stamped paper of Rs.100/- , duly attested by a Magistrate Class-I or Notary Public to the effect that the student will abide by all rules and regulations of the University, pay all fees / other dues as per schedule and will abstain from political activities during the entire course of study. Violation of content of the Surety Bond may lead to expulsion from the University. (Text of Surety Bond is issued with instructions).
2. Undertaking by the student and parents/Guardian duly signed/counter signed.

**Note:.** After the Registration / documentation process is over, all the students will join faculty and staff for orientation /introduction in the Seminar Hall of SADA (2nd floor).

**Important**

**2.** You are required to email the **Acknowledgment** receipt attached with joining instructions to SADA. It must be emailed immediately on receipt of instructions. Email Address is **exam@****sada.nust.edu.pk**

**3.** You are advised to go through the details of Bachelor of Architecture program given in the UG Prospectus available on NUST website. Comprehensive joining instructions have already been issued by Registrar Dte NUST alongwith merit list on the website. Further to these instructions few guidelines in the shape of joining instructions by SADA are e-mailed as an attachment for your reference.

**4**. Feel free to contact us for any assistance that may be required by you in this regard.

 Your’s sincerely

 Principal

 (Ar/Plnr. Sikander Ajam Khan)