

To

The Director
Institute of Business Administration (IBA)
University of the Punjab
Lahore.

Subject: Application for Freezing of Semester.

Respected Sir,

It is submitted that I am student of this institute and my particulars are as under:-

Name: _____
Roll No. _____ Program _____
Session _____ Semester _____
Contact No. _____ E-mail _____

I hereby apply for freezing my _____ semester due to the following reason:-

Reason: _____

Attachment: _____

It is, therefore, requested that I may be allowed to freeze my study under the rules.

Yours Obediently,

Student's Signature _____

Date _____

(For Office Use)

Diary No. _____

Date _____

Remarks of the Examinations Assistant:-

Assistant Controller Examinations:-

Incharge Examinations:-

Director-IBA:-