

Undergraduate Programs for International Students

Application form & Guidelines for Admission in Undergraduate Programs At CIIT, Pakistan

COMSATS Institute of Information Technology (CIIT)



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Guidelines for Admission in Undergraduate Programs

COMSATS Institute of Information Technology (CIIT)

Park Road, Islamabad, Pakistan



1. Procedures and Modalities

1.1 Eligibility Criteria

Applicants must possess a degree (earned after 12 years of education) in the relevant field from an accredited Education Institution, with 60% cumulative marks for engineering degree programs and not less than 50% for non-engineering degree programs. For selection of a program of studies, the applicant should consult the Graduate Prospectus available at website; <http://ww3.comsats.edu.pk/internationalstudents/default.aspx>

Any queries may be addressed by email to: int.admissions@comsats.edu.pk

1.2 Application procedure

Download the CIIT application form from the International Students web portal <http://ww3.comsats.edu.pk/InternationalStudents/>. Application along with scans of academic documents may be sent on the following email address by the due date:

int.admissions@comsats.edu.pk

1.3 Documents Required

- a) Completed CIIT admission application form.
- b) Statement of Purpose (see below).
- c) Copies of degrees and transcripts (with English translation where required).
- d) Latest passport size photograph with blue background.
- e) Copy of valid passport
- f) Evidence showing proficiency in English language (IELTS minimum score 5.0 band or TOEFL minimum score 70)
- g) NOC (No objection Certificate) / Letter from the respective Government office / Last attended educational institute regarding permission to study in Pakistan

1.4 Statement of Purpose

The statement of purpose is a critical part of the application process for graduate admission, which helps in ascertaining seriousness and aptitude of the applicant. It is the only part of the process that you have complete control over; you cannot change your Grades/GPA, but you can determine the finished product of your statement. It should demonstrate excellence in writing and clarity of thinking. It is a chance to introduce yourself and describe who you are; what your background is; and what is important to you. More importantly, the statement of purpose is an opportunity for an applicant to describe their purpose in pursuing graduate study; why CIIT and a specific program is your preferred choice; what are your reasons for graduate study, what is your plan in pursuing this degree, etc. It should state how well you know CIIT and justify your reason for studying at CIIT.

1.5 Visa Requirements

International students who wish to study in Pakistan need to obtain a Student Visa before traveling to Pakistan. Once you have been issued a provisional admission letter, you should immediately apply for a student visa for Pakistan by sending copies of our admission letter, passport and other relevant documents to the nearest Pakistani High Commission or Embassy in your country of residence or a neighboring country, in case there is no Pakistani diplomatic presence in your country.

2. Letters of Reference

Two reference letters typed in double space may accompany your application dossier. Ideally one letter may be from a current or former employer. Both letters may bring out clearly your suitability for the selected program. Alternatively, both letters could be from your former teachers.

3. Data protection

International students, who apply to the COMSATS Institute of Information Technology (CIIT), may have friends or family in Pakistan who sometimes contact us on your behalf. The Institute cannot divulge any personal information relating to an application to any third party without the applicant's written consent. If you wish to authorize a friend or family member to request and receive information on your behalf, please contact int.admissions@comsats.edu.pk for the procedure.

4. English Language Test Requirements

CIIT accepts the following evidence as satisfying the English Language requirements for entry to a Bachelor's degree program;

- IELTS minimum 5.0 band or
- TOEFL Internet-based test - overall minimum score 70
- English proficiency certificate from the last attended institution

Please note that your score may not be more than two years old

5. Program Duration

The duration of studies for Bachelor's degree program (other than B. Arch) is not less than four years. The typical academic year comprises of two semesters which normally follow the given calendar:

Fall Semester:	September to January (18 weeks)
Spring Semester:	February to June (18 weeks)
Summer Break:	July – August (8 – 10 weeks)

6. Fee Structure

International Students Fee Structure (USD \$)		
One Time Charges	Graduate programs	Undergraduate programs
Admission Fee	250	200
Graduation Fee	250	200
Security (Refundable)	100	100
Other (library, Id card, document verification)	100	50
Total	700	550
Semester Tuition Fee		
Tuition Fee (including user charges & registration Fee)	1,500	2,000
<i>Room, Board, utilities & transportation between hostel and campus*</i>	1,200 (single room) 900 (twin sharing)	1,200 (single room) 900 (twin sharing)
<i>Health Facilities</i>	150	150

** (there is 10% -15% anticipated annual increase in Room, Board, utilities and transportation)*

7. Orientation and Registration

Orientation is your chance to learn about the University, ask questions, register your courses, get to know your fellow classmates, meet with an academic advisor/faculty member and begin your adventure as a new student.

A formal orientation program is designed to welcome and introduce International students to CIIT and to help them adjust to life at CIIT before the official start date of classes. There will be social events where students will have the opportunity to make new friends, meet CIIT faculty & staff. It is essential for all new international students to attend the orientation, as they will need to register with the CIIT Medical Center and fulfill other requirements as well.



For Admission Inquiries & Further Information Please Contact:

In Charge

International Students Affairs (ISA)

International Office, Principal Seat

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