



**COMSATS Institute of Information Technology (CIIT)
International Students Affairs (ISA)
International Office, Islamabad, Pakistan**



**APPLICATION FORM FOR SHORT TERM VISITING
SCHOLARS (OUTBOUND)**

Important Note: Please read the following instructions before filling this application form.

- a) Fill-in the application for in Block letters (Typing preferable) and signed by the applicant.
- b) Applicants may also send scanned copies of application form with required documents on email int.admissions@comsats.edu.pk
- c) No Objection Certificate (NOC) from home university / institute
- d) Unsigned applications will not be acceptable

(Please select one option)

Financial Support	Self Finance	Sponsored	Scholarship
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Academic Session	Fall 20	Spring 20
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Part of Program	PhD	MS	BS
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Field of Research / Specialization

Affix latest photograph size (45mm* 35mm)

Applicant Name	First Name	Last Name
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Father's Name	First Name	Last Name
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Date of Birth	d	d	m	m	y	y	Nationality

Passport No

Religion <small>(Please Specify)</small>	Gender	Male	Female
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Mailing Address

Email	Skype ID
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Phone / Cell no
+ (country code) (area coded) (Telephone number)

Home Address

Phone/ Cell no
+ (country code) (area coded) (Telephone Number)

Employment Status **Employed** **Un-employed** **Self-employed** **Student**

Employment Record (Please use separate sheet if required)				
Name & Address of Employer	Position Held	From	To	Job Description

Host Institution Information					
Department				Program	
Semester (if applicable)				Supervisor Name	
Name & mailing address					
Duration of stay / program		Expected date of arrival in host country		Expected date of return	
Phone		Fax		E-mail	
Name of Head of Institution / Department to whom a copy of this application will be sent					
Previous visits of the host institution (give details of applicable)					
List of publications (if applicable)					
Details of Sponsoring Agency / Scholarship, If any				Amount per Year	
				Duration	
Name & Signatures of Applicant				Date	
Approval of Department Head (CIIT)					
Name & Signatures				Date & Official Stamp	

UNDERTAKING (Required to be filled and signed by the applicant)

I, Mr. / Ms. _____ Son/Daughter of _____ hereby solemnly declare that the information provided on this form is true and correct to the best of my knowledge. I undertake to adhere to all the rules, regulations, and instruction framed / issued by CIIT (Pakistan) from time to time regarding academics, discipline and fees etc.

I further undertake that during my stay at the CIIT (Pakistan), I shall not take part in any activity, which may be contrary to the interest of the Institute and abide by the social/cultural norms of the country.

If, I am found involved in any unlawful activity, or providing incorrect information at any stage during my stay at CIIT (Pakistan), the Institute shall have the right to cancel my admission.

I also undertake that it is my responsibility to pay all admissible tuition fees, and other allied charges regularly by the due dates, failing which I would be liable to pay late fee. I understand that in case of non-payment of fees, CIIT (Pakistan) reserves the right to cancel my admission.

I agree to abide by all the rules and regulations of CIIT Pakistan.

Signatures of Applicant

FOR OFFICE USE ONLY (Not to be filled in by the applicant)

Application Received

Date

Checked By

Date

Comments

Recommended

Not Recommended

Name & Signatures of Dean, CIIT

Documents to be attached with application form

- Six recent passport size photographs
 - Two copies of application form
 - Two attested copies of valid passport
 - Two attested copies of all academic certificates / degrees
 - Two attested copies of letter of financial support by Funding Agency (if applicable)
 - Two copies of Research Plan/ Proposal (PhD Scholars only)
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Contact Us



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