



**THE BENAZIR BHUTTO SHAHEED  
UNIVERSITY OF TECHNOLOGY AND SKILL DEVELOPMENT  
KHAIRPUR MIRS**

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No. BBSUTSD/ADMN/0174

January 31, 2024

**NOTIFICATION**

The Vice Chancellor has been pleased to approve the "Credit Transfer Policy" of The Benazir Bhutto Shaheed University of Technology and Skill Development, Khairpur Mirs with immediate effect and pending approval of the Academic Council.

*Encl: Credit Transfer Policy.*

  
Ghulam Abbas Junejo  
Deputy Registrar

***Copy:***

- 1. Deans, Directors, Chairpersons*
- 2. Controller of Examinations*
- 3. In-Charge MIS, with request to upload the policy on University website*
- 4. P.A to the Vice Chancellor*
- 5. Office Copy*



Annexure-A

**THE BENAZIR BHUTTO SHAHEED  
UNIVERSITY OF TECHNOLOGY AND SKILL DEVELOPMENT  
KHAIRPUR MIRS**  
**Phone No.0243-687057 Fax: 0243-9280171**  
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NO. BBSUTSD/QEC/ 352

Dated: 30/01/2024

## Credit Transfer Policy-BBSUTSD Khairpur Mirs

### Introduction:

To handle the cases of Undergraduate Students requesting credit transfer to Benazir Bhutto Shaheed University of Technology and Skill Development Khairpur Mir's (BBSUTSD) from Local/favoring educational institutions, and from within BBSUTSD Khairpur Mir's a policy/standing operation procedure (SOPs) has been formulated. All Transfer requests are evaluated and processed in the light of this policy in a controlled manner.

### Procedure:

Under extraordinary circumstances, on the recommendation of the Chairperson/Chairman of the concerned institute/department, the case will be processed by the Dean for approval of the Vice-Chancellor and notified by the Register.

The Vice-Chancellor may allow the transfer of a student within BBSUTSD, from other foreign / Pakistani universities/colleges of repute, generally under the following conditions:

- 1-The applicant can apply after completion of the first year of study.
- 2-He/she should apply to BBSUTSD, four weeks before the start date of a semester.
- 3-The applicant should be an enrolled student in his/her parent university at the time of applying for Transfer.
- 4-Possesses SSC & HSSC/equivalent certificates of relevant groups with minimum 60% marks.
- 5-All Non-FSc stream candidates have to provide an equivalence certificate duly obtained from IBCC, Pakistan.
- 6-Should have the academic performance of reasonably promotion policy of BBSUTSD.
- 7-Courses to be transferred have a minimum B Grade. Courses must correspond to courses offered by BBSUTSD or equivalent in depth and intensity.

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8-The credits transferred are counted towards the degree requirement and the GPA of the transferred credits shall not be counted towards the calculation of CGPA.

9-Candidate must complete at least 60% credit hours of his degree program at BBSUTSD.

10-The university/college/institute from which the student requests for transfer is well known, accredited, recognized by HEC, and has a respectable standing/ranking.

11-Candidates applying from abroad must ensure that their institute/university is accredited by a respective accreditation body.

12-Transfer within BBSUTSD will be allowed to students admitted based on the BBSUTSD selection process.

13-Inter-institutional transfers of students within BBSUTSD will be allowed only once and managed/processed based on the laid down procedure in vogue.

14-BBSUTSD authorities reserve the right to reject cases without assigning any reason. Application must be submitted at least 4 weeks before to the start of a regular semester.

15-Technology program of Engineering program of vice versa.

As amended/ updated from time to time, will be applicable in the processing of all transfer cases.

### **How to Apply:**

a. Download the transfer form.

<https://bbsutsd.edu.pk/wp-content>

b. Duly filled transfer form may be forwarded to Undergraduate Section, Directorate of Admission, BBSUTSD Khairpur Mirs along with the following: -

- (1) Official transcript of semesters studied at Parent University.
- (2) Photocopy of mark sheets of Matric and FSc/equivalent examinations (equivalence certificates from IBCC, Pakistan in case of O/A level/ equivalent exams).
- (3) Detailed course outlines of courses already studied.
- (4) No Objection Certificate (NOC) from the Parent University.
- (5) Character certificate from Parent University.
- (6) Bank draft amounting to Rs 5000/- (Rupees five thousand) in favor of BBSUTSD Khairpur Mirs as initial transfer processing fee.
- (7) Transfer fee applicable after migration/transfer is accepted/approved by BBSUTSD Khairpur Mirs.

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Transfer Fee	PKR
Transfer from foreign universities	100,000/-
Transfer from local universities	50,000/-
Processing BBSUTSD fee	5,000/-

Prepared by:

30/1/24

**Dr. Asim Ali Abro**

Director QEC

BBSUTSD Khairpur Mirs

Approved by:

**Prof. Dr. Rasool Bux Mahar**

Vice Chancellor

BBSUTSD Khairpur Mirs