



UG STUDENTS JOINING INSTRUCTIONS SEECS – NUST 2026

**SCHOOL OF ELECTRICAL ENGINEERING
AND**

COMPUTER SCIENCE (SEECS)

(A CENTRE FOR QUALITY EDUCATION AND RESEARCH)

Introduction

1. Welcome to the National University of Sciences and Technology (NUST) School of Electrical Engineering & Computer Science (SEECS), a distinguished institution recognized among the top engineering schools in the country. With a forward-looking vision, SEECS has made significant strides in research, industry collaborations, and student employment.
2. The institute offers unparalleled opportunities for undergraduate students to develop and enhance their skills, preparing them for immediate employment or entrepreneurial ventures. Our state-of-the-art on-campus laboratories provide students with hands-on experience needed to complement their classroom learning and advance research in their respective fields.
3. One of the key benchmarks established by SEECS for ensuring a bright future for our students is our rigorous accreditation process, which facilitates employment opportunities immediately after graduation. The curriculum is meticulously designed to bridge the gap between academia and industry, equipping students with the relevant skills needed in today's dynamic job market.
4. We strongly encourage you to leverage your talents, pursue your interests, and make full use of the resources and facilities available to you at SEECS website <https://seecs.nust.edu.pk>

Joining Instructions for UG Students (Fresh Intake Fall 2026):

5. **Online Pre-registration (To be done ONLINE on Portal):** The detailed step by step procedure is specified in the **Annex-A** (attached to this document).

* For any query contact on **051-90852020** or email on **examug@seecs.edu.pk**

6. **Tasks to be Done before Arrival at NUST Campus.** You are requested to ensure that all the required documents are completed / signed / stamped and placed in a file **in hard form** in the following order at the time of arrival at NUST on **2nd & 3rd Sep 2026** for your **registration process**.

- a. **Checklist of the documents to be deposited on arrival:** The students with incomplete documents will not be registered, which may result in suspension of registration.
 - (1) Two copies of printed **Registration Form** (filled online) duly affixed with passport size photographs. Please note that all fields are required to be filled at the time of orientation/ joining the institute.
 - (2) **Original SSC (Matric Sanad/ Result Card), HSSC-I & II (Intermediate Sanad / Result Card)**, along with 2x photocopies of each Sanad / Cert are mandatory (with/ without attestation from IBCC). Students may retain sufficient photocopies of their certificates for future use. If HSSC result is not announced, HSSC part-I result is required to be submitted.

- (3) **IBCC Attestation:** Only one original document of SSC (DMC or certificate) needs to be attested from IBCC, Similarly one original document of HSSC (DMC or certificate) needs to be attested from IBCC. In case of Equivalence certificates, bearing QR code duly issued by IBCC, need no attestation.
- (4) Those who have passed 'O'/'A' level exams/ other foreign qualification must bring the **Equivalence Certificates from IBCC**. In case "A" level certificate is awaited, A-Level statement of result **must be submitted in original** (with/ without attestation form IBCC).
- (5) **Original SAT Score Card** with 2 photocopies (SAT stream candidates only).
- (6) **Surety Bond** duly made out on stamp paper worth Rs 100/- (**See on page # 8**).
- (7) **Affidavit Undertaking** regarding academics duly made out on stamp paper worth Rs 100/- (**Sample on page # 9**).
- (8) **Medical Fitness** Certificate (**Sample on page # 10**).
- (9) **Undertaking for Deficient Documents** duly made out on stamp paper worth Rs 100/- (**Sample on page # 11**).
- (10) **One photograph** (size 1"x1" with blue background) for temporary NUST Student Identity Card.
- (11) Two **photographs** (blue background- Passport size) for student dossier.
- (12) Two photocopies of CNIC / Form 'B' (duly attested) of students & parents/ guardian CNIC.
- (13) Copy of domicile duly attested (only for Students of Engineering programs).

7. **Important Note:**

- a. In case you do not have any of the required document, you can arrange same **within two weeks, i.e. till 16th Sep 2026**, as your registration will remain pending until all required documents are received at SEECS.
- b. IBCC Attestation is required to be completed by 30 Oct 2026 (before **Mid of Fall-2026 Semester**).

c. Students whose eligibility is not established till mid semester exam, and he/she provides evidence for eligibility soon after that, may be allowed to appear in Make-up of mid semester exam as per approval of DBS and by paying additional charges as per policy in vogue on account of MSE Make-up exam.

d. Students whose eligibility is established (either by computer print result of any education Board OR interim/ provisional letter from IBCC showing marks) but original document submission is pending may be allowed to appear in Midterm semester Exam.

e. In case the required documents remain pending after the Midterm Exam, they may not be permitted to appear in the ESE and may not be enrolled in courses of next semester.

f. Candidates appearing in 2nd Annual Exam of Boards of Intermediate & Secondary Education OR appearing in Oct / Nov exam in case of O & A level / Equivalent qualification are not eligible for admission in current session.

g. **Entry into NUST: Use NUST gate No 1 or gate No 2 for entry** (Entry gates and important locations inside NUST campus are highlighted in attached map which is also available on NUST website). At the entry point, you will be required to present the **NUST Provisional Selection / Admission Letter**.

h. **Remember the Date/Time/Venue for Orientation**

Date	Time	Activity	Registration of Program	Location	Remarks
2 nd Sep 26	09:00am to 03:15pm	Briefing by Associate Deen/ HoD, Alumni talk, icebreaking fun activities and LMS/ Qalam briefing with freshmen registration in parallel	BSCS, BSAI, BSDS & BESE	NET Exam Hall Reception	Prayer/ Lunch Break from 1:00 to 2:00 PM
	03:30pm to 04:30pm	Address by Principal SEECS	BEE & BCE	SEECS, Seminar Hall	
3 rd Sep 26	09:00am to 01:00pm	Curriculum briefing by UG Coordinator and ice breaking activities with remaining registrations in parallel	BSCS, BSAI, BSDS & BESE	NET Exam Hall Reception	
			BEE & BCE	SEECS, Seminar Hall	
4 th Sep 26	10:00 AM to 07:00 PM	Multiple events like "Life at NUST", Drama by NUST Dramatic Club and Orientation Closing Ceremony			

i. **Instructions for Hostelites ONLY.** All hostelites freshmen are advised to reach Gate 1 or 2 and their respective hostels on 1st Sep 2026.

j. **Instructions for Accompanying Parents.** A central briefing session will be conducted for the accompanying parents by NUST administration at **Jinnah Auditorium at 10:00 am on Wed 2nd Sep 2026**. Interested parents are therefore requested to proceed to Jinnah auditorium.

k. It is further informed that no family members other than parents may accompany for orientation ceremony.

*** Students volunteer and NUST Staff will also be available for necessary guidance/assistance to support parents/freshmen at Gate 1 and 2 ***

I. Location of SEECs: SEECs-NUST is located at NUST Main Campus in H-12 Sector, Islamabad. The NUST Main Campus guide map is attached.

m. Student Handbook. Students are advised to read the NUST Student Handbook, available at the following link for comprehensive guidelines on campus regulations, academic performance, and discipline. The handbook addresses FAQs and serves as an essential resource throughout your academic journey at NUST:-

[\(https://nust.edu.pk/downloads/student-handbooks/\)](https://nust.edu.pk/downloads/student-handbooks/).

n. Commencement of Classes Fall, 2026. All UG Freshmen of Intake 2026 are hereby informed that their classes for Fall-2026 will start from **Monday 07 September 2026 at 0900 Hrs** on campus.

o. Change of UG Program/Discipline. The revised policy is available on NUST website under the Download section (<https://nust.edu.pk/downloads/change-of-program-application-forms/>).

p. Migration Policy. The migration policy is available on NUST website (<https://nust.edu.pk/admissions/undergraduates/migration-transfer-policy/>).

q. Details on Orientation Activities (01 to 04 Sep 2026) are given:-

Orientation Activities (01 to 04 Sep 2026)

Tuesday 01st September 2026 (Day-0)

Time	Event	Location
07:30am to 06:00pm	Reception of hostelite freshmen at gates and hostels	Gate 1, 2 and respective hostels

Wednesday 2nd Sep 2026 (Day 1)

Time	Event	Location	Remarks
08:00am to 09:00am	Reception of Freshmen	FoC (BESE, BSCS, BSDS and BSAI) Freshmen would be received at NET Hall and ECE Freshmen at SEECs Seminar Hall	All freshmen can enter NUST through Gate-1 or Gate-2
09:00am to 01:00am	Address by respective Associate Deen + Icebreaking + Alumni Sessions along with Registration in parallel	- FoC (BESE, BSCS, BSDS and BSAI) Freshmen at NET Hall - ECE (BEE and BCE) Freshmen at SEECs Seminar Hall	

10:00am to 11:45am	Opening & Q/A session with Parents by NUST Registrar (Freshmen Registration will be ongoing in parallel at NET Hall/ SEECS)	Jinnah Auditorium	Student Volunteers would assist and guide accompanying parents towards Jinnah Auditorium
01:00 pm to 02:00pm	Lunch / Prayers break	NET Veranda/ SEECS Khappa/ Hostels/ Masjid	Limited number of Takeaway Lunch Packs on payment would be available. To avoid missing your food, you may prebook your order by paying in advance to the operations team rep available on site.
02:00pm to 03:00pm	Registrations + Fun Games (continued)	NET/ SEECS Seminar Halls	
03:15pm to 03:30pm	Move to Jinnah Auditorium	From NET Hall/ SEECS Seminar Hall to Jinnah Auditorium	Student Volunteers would guide all freshmen towards Jinnah Auditorium
03:30pm to 04:30pm	Principal SEECS Address	Jinnah Auditorium	
04:30pm to 05:00 pm	Freshmen move for Batch Photo	Convocation Ground	
05:00pm to 08:30pm	Batch Photo	Convocation Ground	

Thursday 3rd Sep 2026 (Day 2)

Time	Event	Location	Remarks
09:00am to 01:00pm	Address by Program Coordinators + Fun Games + Registration Continued	NET and SEECS Seminar Halls	- FoC (BESE, BSCS, BSDS and BSAI) Freshmen at NET Hall - ECE (BEE and BCE) Freshmen at SEECS Seminar Hall
01:00pm to 02:00 pm	Lunch/ Prayer Break	-	Limited number of Takeaway Lunch Packs on payment would be available. To avoid missing your food, you may prebook your order by paying in advance to the operations team rep available on site.
02:00pm to 06:00 pm	Club and Societies Activities	NUST Grounds	Managed by Central OC of NUST
06:00pm to 09:00 pm	Drama by NDC	Jinnah Auditorium	

Wednesday 4th Sep 2026 (Day 3) (No activity at School Level)

Time	Event	Location
10:00am to 11:15am	Life at NUST (for SEECS FoC freshmen)	SCEE Seminar Hall
11:30am to 12:30pm	Life at NUST (for SEECS ECE freshmen)	SCEE Seminar Hall
01:00pm to 02:00 pm	Lunch / Prayers break	-

03:30pm to 04:30pm	Closing Ceremony	Jinnah Auditorium
05:00pm to 10:00pm	Bazm Night / Society Stalls	SCME Ground

UG INTAKE - 2026

(SAMPLE)

SURETY BOND

(Stamp Paper of worth Rs 100 or more)

(NUST STUDENTS)

1. KNOW ALL MEN BY THESE PRESENT THAT I, Mr./ Ms. _____ (hereinafter called the student),
Mr./Ms. _____ (Surety No 1)
and Mr./Ms. _____ (Surety No 2)
(hereinafter called the sureties) do hereby bind ourselves and each of us and heirs, executors and
administration to abide by the terms and conditions of NUST after having been selected against open
merit seat at NUST School of Electrical Engineering & Computer Science.
2. During studies, the student will abide by the school discipline and rules, regulations and
standing orders/procedures concerned and pay all expenses in due time. Any violations of these will
make the student liable to expulsion from the SEECS, which shall be without right of appeal in any court
of law. During studies, if student is expelled by the School on any ground, or deliberately fails and does
not study, student will lose his seat in the School and will not be allowed to continue studies in any of
the NUST institutions.
3. The student will abstain from any political activity during his/her tenure of studies at SEECS.
Student, if found guilty of an act which is forbidden by SEECS-NUST authorities including
cheating/drinking alcohol, etc, will be liable to expulsion from the SEECS.
4. SEECS-NUST authorities reserve the right to plan/issue extended schedule of classes/exams
during any part of the day, on as required basis.

Signature of the Student: _____
Date: _____

Surety No 1 (Father / Guardian)

Signature: _____

Name: _____

Son of: _____

CNIC No: _____

Designation / Status: _____

Address: _____

Cell No: _____

Landline No: _____

Email: _____

Surety No 2 (Any Class 1 Govt Servant)

Signature: _____

Name: _____

Son of: _____

CNIC No: _____

Designation / Status: _____

Address: _____

Cell No: _____

Landline No: _____

Email: _____

Note: This bond will be typed on *STAMP PAPER* of worth Rs. 100/- or more and invariably *be attested by Oath Commissioner / Notary Public*. All entries must be completed / signed.

AFFIDAVIT

(By the student & Parents / Guardian)

I _____
Son / Daughter of _____
NUST Registration No. _____, Merit No. _____
granted provisional admission in (Program) _____
at NUST hereby certify that I have read the provisional selection letter and attached Instructions regarding Admission (UG), issued to me and I have deposited the admission dues in time for **Session 2026**.

I hereby declare that my all academic requirements and documents are complete and correct as per eligibility criteria and there is no deficiency. I further certify that my (strike out which is not relevant):-

- a. Matric / FA / FSc marks sheet are with more than 60% marks and in required subjects / group with no deficiency and are duly attested by IBCC Pakistan.
- b. Equivalence certificates of O & A level / 9-12 grade / high school diploma / IB / any other equivalent foreign qualification, duly issued by IBCC, Pakistan are with more than 60% marks and in required subjects / group.
- c. Required ACT score is equal to OR more than 25 as per eligibility criteria and not older than 2 years.
- d. Required SAT score is equal to OR more than 550 in each subject and are not older than 2 years. (For Business Studies / Social Sciences / LLB programmes selectees only)
- e. Required (valid) Law Admission Test (LAT) score is more than 50% (For LLB selectees only).
- f. Entered academic marks / ACT / SAT Scores in online application form are same as per my original certificates / mark sheets / scores reports.
- g. I am not appearing in any requisite exam, to complete any deficiency, after the commencement of classes for the session 2026.
- h. During study period if, I need original documents, I will follow the SOP of respective School/College.

If any document is found incorrect or any deficiency is observed at any stage, or entered academic marks, ACT/SAT Scores in online application form differ from the actual ones, my admission can be cancelled at any stage at my risk and cost.

I solemnly declare that I will abide by the rules and regulations of NUST as enforced at present and made from time to time by the university authority in future. I further declare that I will not take part in any political activities or agitation and will be regular in paying of university dues and will be punctual in attending my classes. Decision of university administration is not liable to be challenged in any court of law. If I violate the above affidavit, I shall be liable to the appropriate strict disciplinary action includes, but is not limited to, fines, penalties, suspension, expulsion, or legal proceedings as deemed necessary by NUST.

Name of the Student: _____

CNIC No. _____

Signature: _____

Date: _____

Countersigned By Parents / Guardian

Signature: _____

Name: _____

CNIC No. _____

Date: _____

Address: _____

Note: This affidavit has to be made on Rs. 100/- stamp paper and has to be stamped and signed by Oath Commissioner/ Notary Public.

(SAMPLE)
UNDERTAKING FOR DEFICIENT DOCUMENTS
(For UG Only)
(Stamp Paper of worth Rs. 100 or more)

1. It is certified that I, Mr/ Ms _____
merit no. _____ have been selected for admission in BEE /BCE/ BE(SE) / BS(CS) /
BSDS / BSAI program at SEECS. I fully understand that I have been admitted provisionally
and my admission will be confirmed upon deposit of complete documents as per NUST joining
instructions.

2. Presently, I have not deposited the following documents on day of registration. I
hereby give an undertaking / guarantee that I will submit these documents before
30 Oct 2026, I understand that failing which I would not be allowed to sit in End Semester
Examination and can lead to cancellation of my registration:-

- ☐ Original SSC Certificate
- ☐ Original HSSC Certificate
- ☐ IBCC Equivalence (O-Level) Certificate
- ☐ IBCC Equivalence (A-Level) Certificate
- ☐ Registration Forms
- ☐ Original SAT Score Card (SAT stream candidates only)
- ☐ Under-taking (Stamp paper)
- ☐ Affidavit (Stamp paper)
- ☐ Surety Bond (Stamp Paper)
- ☐ Domicile (only for UG Engineering Programs)
- ☐ Medical Fitness Certificate

Name: _____

Merit No: _____

Class: _____

Mobile/Land Line No: _____

Email ID: _____

Date: _____

Countersigned By Parents / Guardian

Signature: _____

Name: _____

CNIC No. _____

Date: _____

Address: _____

Mobile/Land Line No: _____

Note: This undertaking will be typed on **STAMP PAPER** of worth Rs. 100/- or more and invariably **be attested by Oath Commissioner / Notary Public**. All entries must be completed / signed.

(SAMPLE)
MEDICAL FITNESS CERTIFICATE
(NUST STUDENTS)

Passport size
Photograph
Blue Background

Roll No/Registration No: -----

Name: -----

Father's Name: -----

Gender: -----

Age: -----

1. Weight: ----- (kg) Height ----- (cm) BP -----

2. Blood Group: -----

3. Lungs: -----

4. Heart: -----

5. Vision: Left Eye ----- Right Eye ----- Details of Glasses (if worn): -----

6. Hearing: -----

7. Any Impediment in Speech: -----

8. Any Disability: -----

9. Any Neurological / Psychiatric disease, (if yes, please give details). -----

10. Suffering from Hepatitis B / Hepatitis C / HIV (AIDS) -----

11. Any significant Disease Diagnosed in the past: -----

12. Vaccinated (Yes/No/Partially). -----

13. Taking any medicine on regular basis (if yes, please give details). -----

14. Allergies if any: -----

15. Any Communicable / Contagious Disease: -----

16. Mark of Identification: -----

CERTIFICATE BY THE DOCTOR

I certify that I have examined Mr / Ms _____ Son / Daughter of _____ who is an applicant for admission to Undergraduate Program at NUST and could not notice that he / she has any physical or mental disease and is FIT for undertaking studies.

Signature of Doctor with legible Seal (Office stamp)	Signature of Candidate (In presence of Doctor)
PM & DC No:	
Dated:	Dated:

Note for Candidate:

Please present your medical fitness certificate at the concerned NUST College/School at the time of joining.

Medical Standards for Admission

Study at NUST demands good physique and stamina. An applicant must have sound health so as to bear the strain of the Course.

Online Pre-Registration

How to Complete Your Registration Form

Please follow the steps below to complete your Online Pre-Registration.

Step 1: Log in to the Portal

Go to <https://myseecs.seecs.edu.pk/login> and log in using your Qalam Username, Password and enter captcha bellow.

Step 2: Verify Your Login

Check your registered email and click “Sign in to the portal” to verify your login.

Step 3: Complete the Registration Form

From the Dashboard, click Registration Form and complete all required information, including personal, contact, and academic details.

Instructions

1. Submit Required Documents

Upload all documents requested in your form, including:

- Passport-size Photograph
- SSC / O-Level Result Card
- HSSC / A-Level Result Card
- Domicile Certificate
- NUST Undertaking
- CNIC / B-Form
- Any other required document/certificate

If a required document is not currently available, upload the Deficient Document Undertaking instead.

2. Verify All Information

Carefully check all information and uploaded documents before submission. Make sure everything is correct.

3. Submit Your Registration Form

After completing all required fields and uploading the required documents, click Submit.

4. Check Your Email

You will receive an email once your registration form has been accepted by the Exam Branch.

Important: Please ensure that all information and documents are correct before submitting your form, as most information cannot be changed after submission.

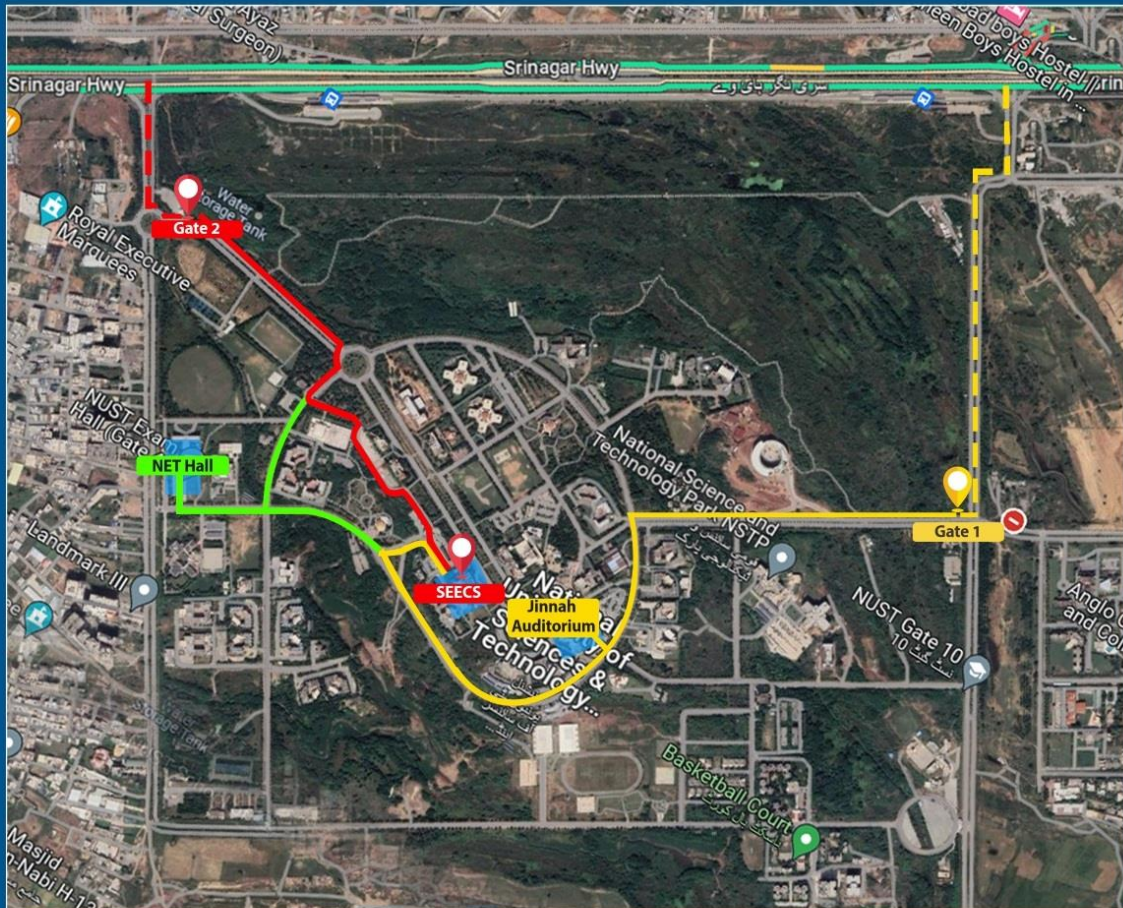
UG INT

NUST MAIN CAMPUS GUIDE MAP



SEECs

SCHOOL OF ELECTRICAL
ENGINEERING &
COMPUTER SCIENCE, NUST



NUST-SEECs, Sector H-12, Islamabad.

Reporting time for students: 8:30 AM at Gate 1 and Gate 2
Entry routes for parents with their cars: Gate 1 and Gate 2

Contact: 051 9085-2400

SEECs: <https://maps.app.goo.gl/gTK5DMag7qc4QV4q7>

Jinnah Auditorium: <https://maps.app.goo.gl/DiM4wFBcqzG6tcU56>

IMPORTANT TELEPHONE NUMBERS-SEECs

- Info Office SEECs: 051 9085 2400 (**From 0900 to 2100 Hrs**)
- Principal SEECs: 051 9085 2001 (Office) (From 0900 to 1700 Hrs)
- Deputy Controller of Exams (SEECs): 051 9085 2007 (Office) (From 0900 to 1700 Hrs)
- Snr Assistant Manager Exam: 051 9085 2020 (Office) (From 0900 to 1700 Hrs)
- Exams Branch SEECs (For UG): 051 9085 2031 & 35 (From 0900 to 1700 Hrs)
- ITS (SEECs): 051-9085-2023 (From 0900 to 1700 Hrs)
- LMS Support (SEECs): 051-9085-2156 (From 0900 to 1700 Hrs)
- CMS Support (SEECs): 051-9085-2011 (From 0900 to 1700 Hrs)
- Admin Support (SEECs): 051-9085-2045/2049 (From 0900 to 1700 Hrs)
-

E-mail: info@seecs.edu.pk | Website: www.seecs.nust.edu.pk

NUST School of Electrical Engineering & Computer Science (SEECs),
H-12 Sector, Islamabad, Postcode 44000