

Faculty of Business Studies

Department of Business Administration

Ref.: FBS/DBA/Bi-RIW/2025/11

19 August 2025

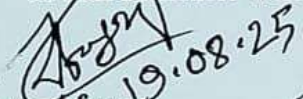
Notice for Retake, Improvement & Withdrawal

This is hereby notified for the students of Bi-Semester of the Department of Business Administration that the Semester End Examination Result (**Exam. Semester: Spring-25**) has been published on 31/07/2025. The following dates are announced related to the Examination Semester, **Fall-2025 (Bi-Semester)**:

SL	Description	For Students & For Finance & Accounts	For Registration Section
01	Application for Retake	30/08/2025	01/09/2025
02	Application for Improvement	30/08/2025	01/09/2025
03	Application for Semester Withdrawal	30/08/2025	01/09/2025

It is to remind the students as:

- ✓ **For Retake:** The student's semester total credit will be 24 credits (max.) adding the retake credits and regular semester credits. Retake is for 50 marks meaning that the applied student must sit for semester end examination (50 marks).
- ✓ **For Improvement:** The student who got below "B" Grade (below 3.00) in a specific course and SGPA < 3.00 (Fall-24) are eligible to apply for improvement.
- ✓ **For Semester Withdrawal:** Valid reason is required to withdrawal the semester and required to pay the withdrawal fee. It is important to remember that once a student completed the registration in any semester but didn't attend the semester end examinations & didn't withdrawal the semester, the courses in that semester will be as "Fail (F)" and the student has to take the courses as "Retake".


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CC to (not according to the seniority):

1. The Dean, Faculty of Business Studies, NWU
2. The Office of the Controller of Examinations, NWU
3. The Office of the Finance & Accounts, NWU
4. The Registration Office, NWU
5. Teachers' Room Notice Board, Dept. of Business Administration
6. The Programmer for University Webpage & Facebook Page
7. Notice Board, Dept. of Business Administration
8. File