

READ & FOLLOW THE INSTRUCTIONS

DOCUMENTS REQUIREMENTS:

- ✓ The student will provide HEC attested documents required for the purpose of getting exemptions at the time of applying for exemption. The original attestation by HEC on the original documents (required for the exemption) will be verified by the Center In-Charges/Member PIPFA (Active Member) before sending to the Exemption Officer. The remote area students will also produce their HEC attested documents in original duly attested by Member PIPFA (Active Member).
- ✓ The students who are not able to produce HEC attested documents at the time of filing exemption claim will be given provisional exemption on the basis of which they can appear in the examinations but their result of very first examination taken, will not be declared and will not be allowed to proceed further in any examination unless they produce the required documents (HEC attested documents on the basis of which the exemption is being claimed).
- ✓ Students who have applied for exemption will have to submit detailed course contents (duly attested) from their respective university/institute for evaluation purpose (if required) failing which their exemption cannot be acceded to.

EXEMPTION CRITERIA & POLICIES:

- ✓ The exemption on the basis of Master's degree will be granted only to those students who have obtained at least 60% marks in Annual Program or at least 2.5 GPA in Semester Program in the subject(s) on the basis of which exemption is applied for. The cases of Failure Condoned in the subject in which exemption is applied for will not be entertained at any case.
- ✓ Exemptions from any subject of PIPFA syllabus are available only on studying and passing the corresponding course in the qualification on the basis of which exemption is being claimed & subject to **70%** course coverage of a respective subject / course.
- ✓ Exemptions will be granted to only those **HEC recognized Universities/Institutes which fall in Category "W" & to IFAC Member Bodies**. No exemption will be granted to Universities/Institutes other than "W" Category.
- ✓ Exemptions will be ascertained at the time of registration in PIPFA. If a student appears in a paper of any level and fails and then applies for exemption in that failed paper at later stage on the basis of additional qualification, will not be considered for exemption in any case.
- ✓ Academics/Departmental results will be verified from concerned departments accordingly. PIPFA will not be responsible in case of any delay from the concerned universities/institutes/departments.
- ✓ As per clause 3.4.3 of PIPFA Career Plan, "Registration of a student will be cancelled and fee paid shall be forfeited if educational documents are found fake at any later stage."
- ✓ No refunds will be made for fees paid in case of rejection of exemption; fees may be adjusted in any other head of account after the approval of competent authorities.
- ✓ The decision of competent authorities will be considered final, PIPFA reserves the right to accept or reject any claim without assigning any reason.

DEADLINE:

- ✓ Deadline for acceptance of exemption application is **31st January** for Summer Session and **31st July** for Winter Session. No application will be processed after due date in any case.

Please ensure that the photocopies of required documents (duly attested by Center In-Charges/Member PIPFA) have been attached with the application form in the following order:

1. One Photograph
2. Graduation Marksheet (Part-1)
3. Graduation Marksheet (Part-2)
4. Graduation Marksheet (Part-3)
5. Graduation Marksheet (Part-4)
6. Masters consolidated Marksheet/Transcript
7. Course Contents for Evaluation(If Required)
8. Others (Please Specify) _____

Any Deficiency (Please Specify) _____ [Deficiency (ies) should be removed within 15 days]

Exemption Fee Rs. _____ Receipt # _____ Dated: _____

I declare that I have read and agree with above instructions and the information provided in this form.

Date: _____

Student's Signature _____

FOR OFFICE USE	
EDUCATION OFFICER	DIRECTOR EXAMINATIONS
Documents in Order (Yes/No) _____	Exemption(s) Approved in Subject(s) at Sr. # _____
Evaluation Sheet Attached(Yes/No) _____	
Exemption(s) Recommended in Subject(s) at Sr. # _____	
Signature : _____	Signature : _____
Date : _____	Date : _____