



# THE UNIVERSITY OF CHAKWAL

## TRANSPORT OFFICE

Main Campus, Talagang Road, Chakwal

Name: \_\_\_\_\_ Father Name: \_\_\_\_\_

CNIC: \_\_\_\_\_ Depart. \_\_\_\_\_

Roll / Reg No: \_\_\_\_\_ Session: \_\_\_\_\_ Morning/Evening \_\_\_\_\_

Resident of: \_\_\_\_\_

Contact No: \_\_\_\_\_ Religion: \_\_\_\_\_

Request that I may be issued with bus pass for Route: \_\_\_\_\_

My stop will be \_\_\_\_\_

I declare that I will abide by all the University rules and regulations given or issued from time to time.

Signature (Student) \_\_\_\_\_

Dated: \_\_\_\_\_

Signature of the  
Parent /Guardian \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No. \_\_\_\_\_

**Head of Department**

Signature with Stamp

### For Office Use only

RECOMMENDED ☐

NOT RECOMMENDED ☐

**Transport Officer**  
UoC

APPROVED ☐

NOT APPROVED ☐

**Deputy Registrar (G)**  
UoC

(Please read rules overleaf)

## **INSTRUCTION FOR STUDENTS**

Students traveling in the bus must maintain high standards of discipline and behavior. Buses are University territory and all the university rules apply to the students traveling in the bus.

Following must particularly be kept in mind:-

1. You can travel in the bus only if you are possession of Valid Bus Card.
2. Bus card will be shown while boarding. It will be produced whenever asked by the bus staff.
3. Casual traveling in the bus is not allowed
4. You are responsible to protect the bus and to keep it neat and clean.
5. Stickers, posters and writing of any type are prohibited.
6. Smoking is prohibited in the bus.
7. No shouting, quarrelling or any other misbehavior.
8. All students have to observe and obey the instruction of drivers and conductors during journey.
9. No guest is permitted to travel in the bus.
10. Staff members and senior students traveling in the bus will be responsible for good order and to assist the bus staff.
11. Please note that disciplinary action will be taken against any violations of rules/any indiscipline and case will be referred to the University Discipline Committee.
- 12. Please take care of the bus card. It is non-refundable and non-transferable. If lost cannot be replaced. A new card will have to be paid for in full.**
13. Bus will stop on specified locations only. *(Please do not force the driver / conductor for desired stops).*
14. Bus fee must be deposited till 5<sup>th</sup> of every month to avail bus service and deposited slip must be reach in transport office to avoid suspension of bus card.
15. In case of any malfunction of bus, university reserved right to stop route until maintenance is done.
16. Bus fare may be increase or decrease depending upon financial inflation.

### **CERTIFICATE:**

I have read the above instruction. I undertake to observe and abide by them. I understand that if I violate these, or indulge in any discipline, I will forfeit my bus card, University authorities can take any action against including expulsion.

#### **To be filled by Student**

Signature\_\_\_\_\_

Name:\_\_\_\_\_

Department:\_\_\_\_\_

Roll No: \_\_\_\_\_

Session: \_\_\_\_\_

#### **To be filled by parent/guardian**

Signature (parent/guardian):\_\_\_\_\_

Name\_\_\_\_\_

Residential Address: \_\_\_\_\_

\_\_\_\_\_

Contact No: \_\_\_\_\_

### **Documents required to be attached with this application.**

Photograph (passport size)  
Copy of University Card

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Copy of CNIC/Form B  
University Fee Challan

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