

## STEP BY STEP GUIDELINES FOR ONLINE ADMISSION FORM FALL-2023

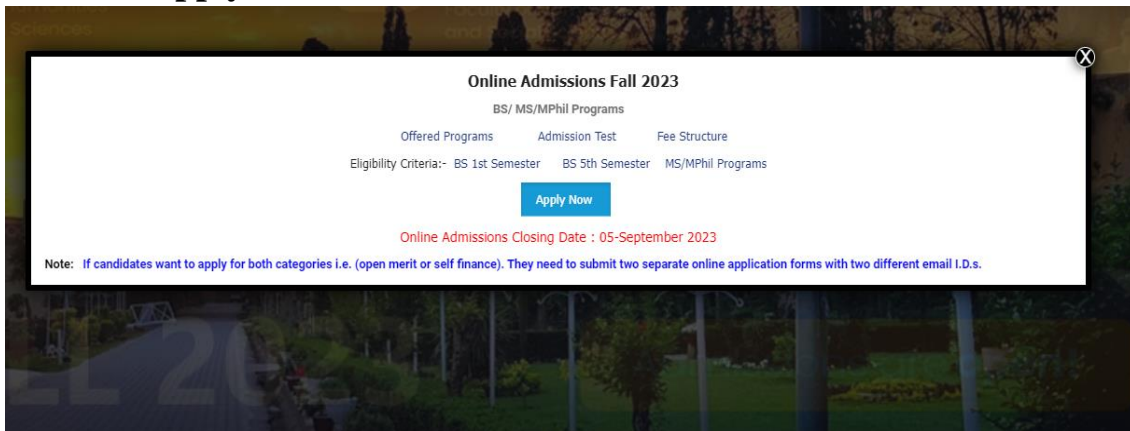
### Basic Requirements to Apply for Admission:

- Name, Father's Name, Date of Birth (as Mentioned in Matric Certificate)
- Mobile Number
- Passport Size Photograph (with Blue background)
- Scanned Copy of Documents.
- Scanned Copy of Paid "Processing Fee" Challan.
- Scanned Copy of Certificate (in case of Reserved Seats)
- Only Female Candidates and transgender female can apply

### How to apply for online admission?

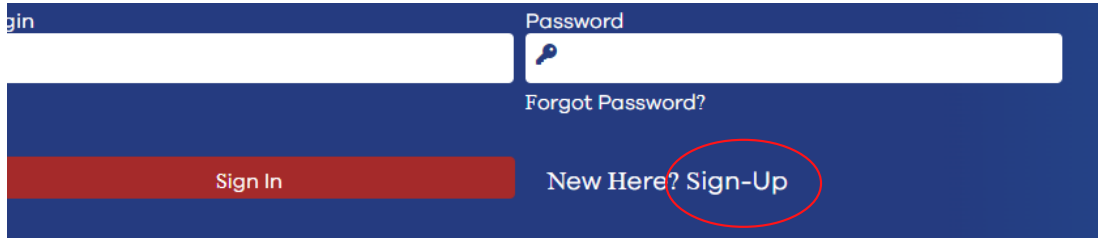
- Open any Web Browser and type [www.rwu.edu.pk](http://www.rwu.edu.pk) to open the home page of Rawalpindi Women University.
- RWU online Admission FALL-2023 window opens.

#### 1. Click on Apply Now button



**NOTE:** The candidate must fill in the online admission form carefully. Information once submitted cannot be changed. Fields mentioned with (\*) are mandatory to fill.

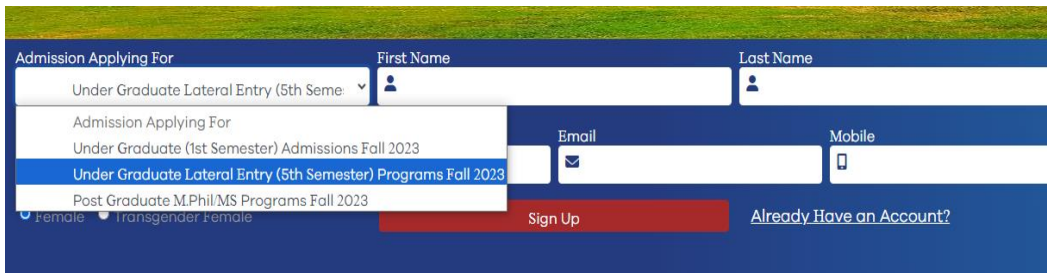
## 2. Click on Sign-Up



The image shows a login and sign-up interface on a dark blue background. At the top, there are two input fields: 'Login' and 'Password'. Below the 'Password' field is a link that says 'Forgot Password?'. At the bottom, there are two buttons: a red 'Sign In' button and a white 'New Here? Sign-Up' button. The 'Sign-Up' button is circled in red.

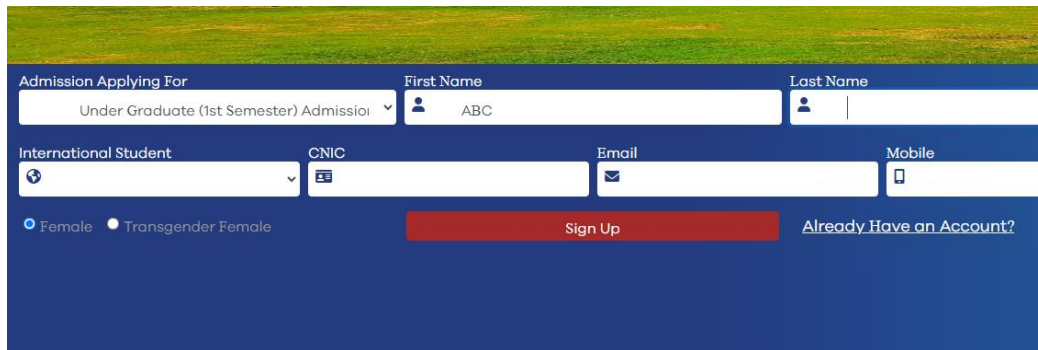
## 3. Fill the SIGN UP data

- Candidate select the Admission Applying for from the drop down menu and select the desire program




The image shows a sign-up form with a dropdown menu open. The dropdown menu is titled 'Admission Applying For' and lists several options: 'Under Graduate Lateral Entry (5th Seme...', 'Admission Applying For Under Graduate (1st Semester) Admissions Fall 2023', 'Under Graduate Lateral Entry (5th Semester) Programs Fall 2023', and 'Post Graduate M.Phil/MS Programs Fall 2023'. The form includes fields for 'First Name', 'Last Name', 'Email', and 'Mobile'. There are radio buttons for 'Female' and 'Transgender Female'. A red 'Sign Up' button and a link 'Already Have an Account?' are at the bottom.

- Enter First Name



The image shows the sign-up form with 'ABC' entered in the 'First Name' field. The dropdown menu is closed. The form includes fields for 'Last Name', 'International Student', 'CNIC', 'Email', and 'Mobile'. There are radio buttons for 'Female' and 'Transgender Female'. A red 'Sign Up' button and a link 'Already Have an Account?' are at the bottom.

- Enter Last Name



The image shows the sign-up form with 'XYZ' entered in the 'Last Name' field. The form includes fields for 'First Name', 'International Student', 'CNIC', 'Email', and 'Mobile'. There are radio buttons for 'Female' and 'Transgender Female'. A red 'Sign Up' button and a link 'Already Have an Account?' are at the bottom.

- Enter CNIC Number

Admission Applying For: Under Graduate (1st Semester) Admissioi

First Name: ABC

International Student: No

CNIC: 61111-111111-1

Email: [empty]

Female  Transgender Female

Sign Up

- Enter Email Address

CNIC: 61111-111111-1

Email: abc@gmail.com

Mobile: [empty]

Sign Up

[Already Have an Account?](#)

- Enter Mobile Number

CNIC: 61111-111111-1

Email: abc@gmail.com

Mobile: 0333-1234567

Sign Up

[Already Have an Account?](#)

- Select Gender

International Student: No

CNIC: 61111-111111-1

Email: abc@gmail.com

Female  Transgender Female

Sign Up

- Click on Sign Up Button

Sign Up

[Already Have an Account?](#)

**Check Your Entered email for login details**



Enter Login and password received in Email.

Login: 03936  
Password: .....

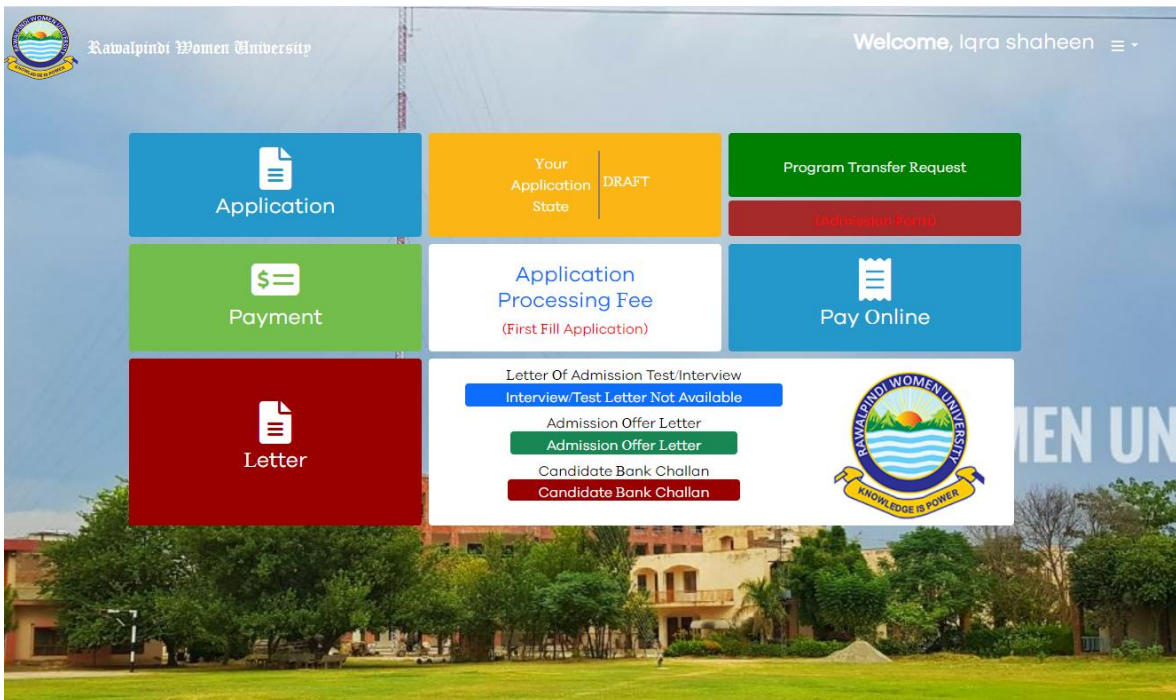
Forgot Password?

Sign In      New Here? Sign-Up

**Click on Sign In Button**

Admission portal is now open

#### **4. Click on Application**



### **Personal Information**

Select Admission Criteria

Open Merit

Select

Open Merit

Self Finance

Select Province

Select Province

Select Province

Fedral

Punjab

Sindh

Khyber Pakhtunkhwa

Balochistan

Gilgit Baltistan

Federally Admin Tribal Area

Azad Jamu & Kashmir

Select Domicile City

Select Domicile

Select Domicile

Chakwal

Chiniot

Dera Ghazi Khan

Faisalabad

Gujranwala

Gujrat

Hafizabad

Jhang

Jhelum

Kasur

Khanewal

Khushab

Lahore

Layyah

Lodhran

Mandi Bahauddin

Mianwali

Multan

Muzaffargarh

Enter Date of Birth

04/29/2000

Apr		2000				
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Select Gender

Female
Select Gender
Female
transgender (Female)

Select Religion

Islam
Select Religion
Islam
Christian
Hindu
Ahmadi
Buddhist
Jewish
Sikh
Other
Non-Muslim

Select Blood Group

B+ve

Select blood Group

A+ve

**B+ve**

O+ve

AB+ve

A-ve

B-ve

O-ve

AB-ve

Not Known

## Upload Profile Picture



Profile Picture

1. Enter all the fields especially mandatory fields marked with (\*)
2. Upload the scan image (Format: ".jpg", ".png", ".jpeg/jfif", ".bmp", ".jpeg", ".gif" and Max Size Allowed: 2MB) of your picture.
3. A color photo is required.
4. Latest passport size photograph with plain white/Blue background.
5. Click Update button to move to Next Step.

## Family Details:

Enter Fathers Name

Abc

Father Name\*

Select Father Status

Alive

Select Father Status

Alive

Deceased

Enter Father CNIC

61111-111111-0

Father CNIC

Enter Father Cell Number

0333-3333333

Father Cell

Select Father Education

Select Father Education

Select Father Education

Matric

FA/ Fsc or Equivalent

BA/ BS or Equivalent

M-PHIL/ MS or Equivalent

PhD or Equivalent

Illiterate



Select Father Occupation

DOCTOR

Select Father Profession

RET GOVT SERV(GRAD 17 OR ABOV)

RETIRED ARMY OFFICER

**DOCTOR**

ENGINEER

BUSINESSMAN

FARMER/AGRICULTURIST

GOVT SERVANT (GRAD 17 OR ABOV)

PRIVATE SERVICE(NON-EXECUTIVE)

GOVT SERVANT (GRAD 16 OR BLOW)

GOVT SERVANT (Grade 5-13)

PROFESSOR/LECTURER/TEACHER

LAWYER

ARMED FORCES(RETIR JCO OR BLW)

LANDLORD (AGRICULTURE)

SERVING ARMY OFFICER

PRIVATE SERVICE (EQUIVALENT TO GRADE 1-4)

EMPLOYMENT ABROAD

RET GOVT SERV(GRAD 16 OR BLOW)

PRIVATE SERVICE (EXECUTIVE)

Enter Mother Name

Defj

Mother Name\*

Select Mother Status

Alive

Mother Status\*

Enter Mother CNIC

61111-2222222-2

Mother CNIC

Enter Mother Cell Number

0300-0000000

Mother Cell

Select Mother Education

BA/ BS or Equivalent

Select Mother Education

Matric

FA/ Fsc or Equivalent

**BA/ BS or Equivalent**

M-PHIL/ MS or Equivalent

PhD or Equivalent

Illiterate

Select Mother Profession

Select Mother Profession

Select Mother Profession

RET GOVT SERV(GRAD 17 OR ABOV)

RETIRED ARMY OFFICER

DOCTOR

ENGINEER

BUSINESSMAN

FARMER/AGRICULTURIST

GOVT SERVANT (GRAD 17 OR ABOV)

PRIVATE SERVICE(NON-EXECUTIVE)

GOVT SERVANT (GRAD 16 OR BLOW)

GOVT SERVANT (Grade 5-13)

PROFESSOR/LECTURER/TEACHER

LAWYER

ARMED FORCES(RETIR JCO OR BLW)

LANDLORD (AGRICULTURE)

SERVING ARMY OFFICER

PRIVATE SERVICE (EQUIVALENT TO GRADE 1-4)

EMPLOYMENT ABROAD

RET GOVT SERV(GRAD 16 OR BLOW)

PRIVATE SERVICE (EXECUTIVE)

Enter Sibling Details

Siblings: 2 0

Brothers Sisters

## Miscellaneous Information:

Select Hostel Facility

No

---

Would you like to apply for the institutes Hostel facilities?

Select Curricular Activity Quota

No

---

Sports/Extra Curricular Activity Quota?\*

**Note:** If candidate apply for Sports/ Extra Curricular Activity Quota must have to provide the valid certificate.

Select Disable Person

No

---

Are you disable Person?\*

**Note:** If candidate apply for Disable Quota they have to provide a certificate, duly issued by the District Disable Assessment Committee

Select Quota

No

---

Apply against provisional Quota for Gilgit Baltistan/AJK/KP/Balochistan Rural?\*

**Note: If candidate apply for Gilgit Baltistan/ AJK/ KPK/ Balochistan must provide Nomination letter from the respective government**

## Press Update Button

## Miscellaneous Information:

No

Would you like to apply for the institutes Hostel facilities?

No

Sports/Extra Curricular Activity Quota?\*

No

Are you disable Person?\*

No

Apply against provisional Quota for Gilgit Baltistan/AJK/KP/Balochistan Rural?\*

Update

## Contact Information:

Enter Phone Number

0515555555

Phone

03000000000

Mobile\*

## Current Address

Enter City from the Drop down menu

Islamabad

City\*

Enter Address

House# 111, Street#1, Islamabad

Street 1\*

Enter Zip code

44444

Zip

Enter permanent Address (if different then enter Permanent Address), otherwise click is same Address

Is Same Address

Permanent address:\*

Pakistan

Country\*

Islamabad

City\*

House# 111, Street#1, Islamabad

Street 1\*

Street 2

44444

Zip

Update

**Press Update Button**

## Guardian Information

Enter Guardian Relationship from the drop down menu

Brother

Guardian Relationship\*

Enter Guardian Full Name

LMNO

Guardian Full Name\*

Enter Guardian CNIC/ Passport

61122-1212222-1

Guardian CNIC/Passport \*

Enter Guardian Mobile

0322-2222222

Guardian Mobile\*

Enter Guardian Education

BA / BS or Equivalent

Guardian Education

Enter Guardian Profession

BUSINESSMAN

Guardian Profession

Enter Income of Guardian

80000|

Income

Enter Guardian Address

House # 111, Street # 11, Islamabad

Address\*

### Fee Payer Details

Enter Fee payer Name

Abcd

Fee Payer Name

Enter Fee Payer CNIC/Passport

61111-1111111-1

Fee Payer Passport/CNIC

## Press Update Button

## Education

Enter Degree Level

Degree Level\*:

Secondary School Certifi

Enter Degree

Degree\*:

Matric

**Enter specialization According to the Group Mention on Yours SSC/HSSC/ADP/BA/BSC/BS Certificate/Degree.**

Specializations :

Science

Enter Passing Year

Select Passing Year\*:

2018

Select result status

Select Result Status\*:

Declared

Enter Total Marks

Total Marks

1100

Enter obtained Marks

Obtained Marks

900

Enter Institution

Institute\*:

Government

Enter Board Roll Number

Board Roll No.

215454

Enter Board

Board\*:

Federal Board of Intermediate and

Upload Degree/Hope Certificate Document:

Degree/Hope Certificate Document\*:






Choose File

fsc-degree

**Click on Update**

Then Add all the Relevant Degrees by selecting Add Education Button

## For Applying in BS 1<sup>st</sup> Semester

Education						
Degree Name	Specialization	Institute	Percentage/CGPA	Result Status	Attachment	Action
Matric	Science	Government	81.82	complete		
Intermediate	Pre-Medical with Biology	Government	70.64	complete		 

[Add Education](#) [Save and Next](#)



## For Applying in BS 5<sup>th</sup> Semester Lateral Entry

Education						
Degree Name	Specialization	Institute	Percentage/CGPA	Result Status	Attachment	Action
Matric	Science	Government	70.64	complete		
Intermediate	Pre Medical with Additional Math	Government	81.82	complete		
ADP/BSc Botany (with Botany) (14	--	Abdul Wali Khan University, Mard	81.82	complete		

[Add Education](#) [Save and Next](#)

## For Applying in MS/MPhil

Education						
Degree Name	Specialization	Institute	Percentage/CGPA	Result Status	Attachment	Action
Matric	Science	Government	70.64	complete		
Intermediate	Pre Medical with Additional Math	Government	81.82	complete		
Bachelor of Science in Biological S	--	COMSATS University (Formerly CC	3.3	complete		

[Add Education](#) [Save and Next](#)

**Press Save and Next for the next tab**

# Program Preferences

Click on View offered Program Choices

[View Offered Program Choices](#)




Choices will be shown according to your Degree Specialization

Add Program
Bachelor of Science in English
Bachelor of Science in Media and Communication Studies
Bachelor of Science in Political Science
Bachelor of Science in Psychology
Bachelor of Business Administration
Bachelor in Fine Arts
Bachelor of Science in Sociology
Bachelor of Science in Computer Science
Bachelor of Science in Information Technology
Bachelor of Science in Mathematics
Bachelor of Science in Physics
Bachelor of Science in Statistics

## My Preferences

Add Degree according to your preferences

Click & Drag To Reorder

<input checked="" type="checkbox"/> Bachelor of Science in English	1 
<input checked="" type="checkbox"/> Bachelor in Fine Arts	2 
<input checked="" type="checkbox"/> Bachelor of Science in Political Science	3 

Then press Update Button

## Documents Upload

Upload CNIC/ B-form Front Side



CNIC Front Side/B-Form\*

Choose File | NADRA.jpg

Upload CNIC/ B-Form Back Side



CNIC BackSide/B-Form\*

Choose File | NADRA.jpg

Upload Domicile



Domicile\*

Choose File domicile.jpg

The press on Upload Button

## Application Submission

Check all the entered data carefully once submission can't be change

Check on undertaking

### Undertaking

I hereby certify that all the information p

I Agree With Term And Conditions

After checking all the entered data press on Submit Application

Submit Application

# Bank Challan

Click on Application Processing Fee to get the Fee Voucher



- Print the Fee Voucher
- Submit amount in any branch of BOP Pakistan
- Scan The Paid Bank Fee Voucher and Upload the Paid fee Voucher on RWU Admission Portal by sign in from the already provided Login Password in your Email.

Upload Invoice

Rawalpindi Women University FEE Voucher	
Application Processing Fee	
Invoice #	03962
Issue Date	2023-08-09
Due Date	2023-09-05
Session	Fall 2023
Applicant Name	Test First Semester
Father Name	Abcd
CNIC	1234512345671
Career	Under Gr
Programs	1. B
Application	1500.0 PKR
Total	1900 PKR
Amount in Words	
One Thousand, &	.. Rupees
Mode of Payment	
Depositor's Name:	
Depositor's CNIC:	
<b>Payment Information</b>	
<input type="checkbox"/>	Account No: 6510202804100015 IBAN No: PK92 PBUN 6510202804100015 Branch Name: Chandni Chowk Branch Rawalpindi. (Acceptable at any branch of BOP Pakistan.)
<b>Bank Stamp</b>	
RWU Campus Management Solution	
For Any Query : agc2023@rwu.edu.pk (051) 9290901	
No interbank transfer will be accepted.	
Admission Office Copy	

Upload Invoice

Enter Deposit Date from challan form

08/09/2023

Deposit Date

Then press on update button

## **Test Center**

Test center will be update for those preferences who have test requirement

## **Merit List**

Merit list will be updated on candidate portal