



KHYBER PAKHTUNKHWA BOARD OF TECHNICAL & COMMERCE EDUCATION
PLOT NO.22, SECTOR B1, PHASE-V, HAYATABAD, PESHAWAR
(www.kpbte.edu.pk)

APPLICATION FORM FOR INTER INSTITUTE/INTER PROVINCIAL MIGRATION
(TO BE FILLED IN BLOCK/CAPITAL LETTERS)

Note: - Read the instructions over leaf before filling the form.

1. Name of Student: _____
2. Father's Name: _____
3. Home Address: _____
4. Registration No : _____ (MORNING/EVENING SHIFT)
5. Field of study/Discipline (i.e. DAE/D.COM/DBA/TSC etc.): _____
6. Technology/Group: _____
7. Class in which studying/Class promoted to
(I.E. 2ND/3RD YEAR/PART-II ETC): _____ Year/Part/Semester
8. Full Name of Institute / College where studying: _____

9. Date of Joining: Institute: _____ Date of leaving: Institute: _____
10. Admitted in the College / Institute on Merit Bases / Ward seat / Quota which must be indicated. _____
11. Full Name of Institute to which migration is being sought: _____
_____ Date of Joining: Institute _____
12. Reason for migration: _____
13. Migration Fee Rs. _____ deposited vide Bank Challan/Deposit Slip No. _____ Dated _____
14. Signature of student's Father/ Guardian: _____ Contact No. _____
15. Signature of Student: _____ Dated: _____ Contact No. _____

1. Certified that the student to whom migration is issued has cleared his all dues of the Institute.
2. Certified that the student has not been debarred from appearing in any examination of the Board.
3. That I have no objection if the migration of the student is allowed.

Name of Principal _____ Signature _____
Dated: _____ Contact No. _____

Legible Office Seal of the Principal of institute **from which migration is being sought:** _____

Mr. _____ S/D/ O _____
may be allowed migration in the Technology/Class (DAE/D.COM/DBA/TSC etc.) _____
Year/Part (MORNING/EVENING SHIFT) on merit bases/self finance etc _____. It is certified that there is
seat available in the College / Institute in the Class in which the student seeks admission on Migration. In this class the
sanctioned seats capacity is _____ & after this migration the total enrollment in the class
will be _____. (MORNING/EVENING SHIFT)

Name of Principal _____ Signature _____
Dated: _____ Contact No. _____

Legible Office Seal of the Principal of institute **to which Migration is being sought:** _____

FOR KP BT&CE OFFICE USE ONLY

As both the Principals are mutually agreed and have signed the Inter Institute / Inter Provincial Migration Form.
Other codal formalities also completed, therefore the migration may kindly be allowed as requested above.

| DATE OF RECEIPT | DEALING CLERK/KPO | SUPDT MIGRATION | ASSTT SECRETARY MIGRATION | APPROVED BY SECRETARY/CHAIRMAN |
|-----------------|-------------------|-----------------|---------------------------|--------------------------------|
| | | | | |

NOTE. To be collected from KP BT&CE Reception within **15** Days.

Objection (s) (If any) :- Rejected/returned un actioned for objection mentioned at
Serial No. _____ of instructions given on reverse.

THIS PORTION TO BE DETACHED AND HANDED OVER TO STUDENT CONCERNED

Certified that Mr. _____ S/O _____ student _____ of
Technology/Group (DAE/D.COM/DBA/TSC/ ETC) _____ year/part (MORNING/EVENING SHIFT) on merit bases/self
finance etc _____, has submitted his migration form to the undersigned on _____ for onward submission
to Board of Technical Education.

Name of Principal _____ Signature _____
Dated: _____ Contact No. _____

Legible Office Seal of the Principal of institute **to which Migration is being sought:** _____

DOCUMENTS TO BE ATTACHED/INSTRUCTIONS: -

1. KP BT&CE Application Form for Inter Institute /Inter Provincial Migration (Revised, 2022), duly completed in all respects. (In Original).
2. Original Bank Challan / Bank Slip of Migration Fee **Rs. 1320/-** (Normal) & **Rs. 2640/-** (Urgent)
3. Photo copy of latest DMC of B.T.E duly attested by the Principal concerned.
4. **Covering Letter/NOC** on the letter pad of the institute **from which migration is being sought** with the contact number, name, stamp and signature of Principal concerned.
5. **Covering Letter/NOC** on the letter pad of the institute **to which migration is being sought** with the contact number, stamp, name and signature of Principal concerned.
6. **NOC** from the concerned Technical Board of other province (i.e. PBTE/SBTE/BBTE etc) to/from which Inter Provincial Migration is being sought.
7. DMC (verified) from the concerned Technical Board of other province (i.e. PBTE/SBTE/BBTE etc) from which Inter Provincial Migration is being sought.
8. Legible Office stamp of both the Principals concerned (Migrated from/Migrated to), is to be affixed in the requisite column of Migration from with signature thereon.
9. Migration Form is to be submitted to this Board preferably (a) by hand through the student concerned (b) through the representative of the institute to which migration is being sought or (c) through the student's guardian etc. for smooth process/quick disposal of the case.
10. (A) Migration from Govt: to Private and from Private to Govt. Institute is not allowed.
(B) Migration from Govt. to Govt. Institute and from private to private institute is allowed.
(C) Migration is allowed only one time in 2nd & 3rd year for DAE and Part II for D.COM/DBA/TSC.
(D) Migration is not allowed in 1st year
(E) However, a 1st year student although failed in 1st year exam but promoted to 2nd year is eligible for inter institute migration.
(F) Migration for students admitted on reserved quota is not allowed.
11. Only those institutions working under administrative control of D.G Technical Education & Manpower Training are considered as Govt. institutions, rest of the institutions are categorized otherwise (i.e. Private).
12. **Last Date for submission of Migration Form/request for D.Com is 30th November and for DAE is 30th December.**
13. The Migration Form would be signed first from the Principal of the institute where the student intends to be migrated. Thereafter the migration form shall be submitted to the Principal of the institute from which the migration is being sought and detachable portion of the form duly signed by this principal shall be handed over to the applicant.
14. The Principal of the institute from where the student is being migrated shall be bound to submit this migration form **along with covering letter** to the Board within 05 days of the submission of migration form in his office.

EXTRACT FROM THE BT&CE NOTIFICATION **NO.BTE/ADMN/5474-5975 DATED: 08-10-2009**

“It is notified for information of all concerned that students of private institutes seeking Inter-Institute Migration would get admission in their parent institute for which the institute concerned will charge admission fee only for those months to which the student remains on their roll e.g. a student staying at an institute for one month, he will be charged for 1/12-month admission fee only. Tuition fee if any will be charged for the actual period of stay of the student in that institute.”