

Kathmandu University
School of Engineering
 GRADUATE PROGRAM ADMISSION
Master Program in Planning and Operation of Energy System (MPPOES)

Procedure for Document Verification and Admission

Candidates are required to strictly follow the sequence:

1. Appear in person in the concerned department with original documents (and with copies); get the documents verified.
2. Pay the required fees to Kathmandu University's Account at any branch of the following banks:

Nepal Investment Bank Ltd. (NIBL): A/C No.: 00501030250009

Nabil Bank Account No.: 0110010955102

Machhapuchchhre Bank Ltd Account No.: 2022524044147028

Fee for admission is **NRs. 100,000 (one hundred thousand only)**. **Do not pay the fees before the document verification.**
3. Submit the concerned department 4 recent photos (PP-size), proof/voucher of payment, copies of the academic certificates, transcripts, and citizenship certificate.
4. Complete the admission and registration forms.

NOTES:

- In the event that erroneous information or invalid documents have been provided by the applicant, intentionally or otherwise, the applicant will be automatically rejected.
- Candidates should complete the admission process by **November 18, 2016**. Request for the extension of the deadline will not be considered.
- Unfilled seats, if any, will be offered to the waiting list candidates in order. Please follow KU website for subsequent admission notice.
- The bank at KU will be open till 3:00 PM on working days except Friday (1:00PM).

Admission Checklist

<i>SN</i>	<i>Item</i>	<i>Yes/No</i>
1	Copy of personal identification (Citizenship or Passport)	
	<i>Copy of Academic Transcripts and Certificates as follows</i>	
2	SLC	
3	+2	
4	Bachelor	
5	Sponsorship or scholarship commitment original letter or document (mandatory if applicable)	
6	Leave of absence approval commitment letter from employer if currently employed	
7	4 recent passport size photo	
8	Admission fee deposit voucher (Rs. 100,000/- to KU account)	
9	Original Migration Certificate of Last Completed Degree	