



## KING EDWARD MEDICAL UNIVERSITY

### REGISTRATION FORM

**Course Offered:** Basic, MS-Office & Internet

**Date of Registration:** \_\_\_\_\_

**Batch No:** \_\_\_\_\_

**Student's Name:** \_\_\_\_\_

**S/O, D/O, W/O:** \_\_\_\_\_

Attach  
Photo Here

**Designation:** (Please tick on appropriate box)

(Please attach 2 photographs)

Faculty   Lecturer   PG Resident   House officer   Staff   Student   Other

**Department/Ward:** \_\_\_\_\_

**Department/Ward Phone No:** \_\_\_\_\_ (Ext): \_\_\_\_\_

**N.I.C. No :** (Please attach a copy): \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Place of Practice:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Phone No (Residence):** \_\_\_\_\_ **Phone No (Private Work):** \_\_\_\_\_ (Ext): \_\_\_\_\_

**Phone No (Mobile):** \_\_\_\_\_

**Note: About Computer Knowledge (if any):**

**Known**

**Unknown**

Session Duration: 1:00 Hours

#### **ABOUT LEARNING RESOURCE CENTER:**

1. In this course we tell us about basic introduction of internet usage (Email, searching etc.)
2. In this course you will cover three basic components of Microsoft Office which include
  - a. Microsoft Word.
  - b. Microsoft Excel
  - c. Microsoft Power point.
3. Course duration is 2 Weeks
4. Class timings are depends on batch schedule.
5. After the completion of each component of Ms Office, there will be a test to judge your expertise regarding that component.
6. After the completion of this course, a Grand test will be conducted on the basic of that grand test certificates will be issue.

(Note: Please attach 2 photograph and NIC photocopy with this form)

A Joint Project of  
**King Edward Medical University**  
&  
**PharmEvo (Pvt.) Ltd.**

#### **For More Details**

Contact us  
Mr. Arslan Arshad  
IT Instructor  
0321-4338979