



A Not-for-Profit

Current Year Application(s) [Instructions]



Please read the eligibility criteria for application submission stated on the NOP Webpage <http://nop.lums.edu.pk> and submit your application if you are eligible to apply for the LUMS NOP Summer Coaching Session 2024. Applications not meeting the minimum eligibility criteria will not be processed. Please create only **ONE Application** for the Summer 2024 Coaching Session.

Each Summer Coaching application will be considered for evaluation after the successful completion of the application process which comprises of the following **two (2) STAGES**. The completion of the application process by the applicants on or before the stipulated deadlines is mandatory:

1. LUMS NOP Summer Coaching Application Form submission
2. Online submission of scanned copies of required supporting documents

Completion of all steps on or before the stipulated deadline is mandatory.

Note: Applications or Documents submitted after the deadline will not be processed.

1. LUMS Online NOP SCS Application Form submission:

After the creating an application, a green colored **Application Form** option will appear in the ACTION column. Application Form of the currently selected Programme will be accessible through this tab.

To complete the **Application Form**, you must complete the following **4 steps**:

STEP 1: Carefully read the instructions given at the **upper right side of each section**.

STEP 2: Fill out complete and correct information in each section of the Application Form; you may edit the saved information before submitting your application. The status bar shows the overall completion status of the Application Form.

STEP 3: Submit your Application Form after rechecking complete information latest by **Tuesday, March 12, 2024 till 08:00 PM (Pakistan Standard Time)**

STEP 4: Scan and upload clear and readable copies of all required supporting documents by the given deadline according to the **Document Checklist** available after the submission of the Application Form latest by **Thursday, March 14, 2024 till 08:00 PM (Pakistan Standard Time)**

How to enter the information in each section?

Click on each of the application sections to provide the information required. After you enter complete information for a section; remember to press the **Save & Return to Main** button to save changes. Once you have filled in the complete information for a section and saved it, the status of the section will change to **Complete**, and a small green bar will appear under the name of the section. At any point, you can **view and print** a copy of your application by clicking the **View & Print Application** button.

Do not add dummy or incorrect data in any field or section of the Online Application Form. This may result in the cancellation of your application.

Submitting your Online Application Form:

After the completion of all sections, a summary of your application form will appear showing important information for your review. After that, you are required to read and accept the **Undertaking** before the submission of the Online Application Form. To submit your application, **press** the **Submit Application** button near the bottom of the page.

You will **NOT** be allowed to make any change(s) once you submit your Online Application Form. After the successful submission of your NOP SCS Online Application Form, you will be able to see the system-generated **Document Checklist**.

On submitting your Online Application Form, you will receive a **confirmation email** from LUMS. If you do not receive a confirmation email, please recheck your application submission status.

2. Online submission of required supporting documents:

Scan and upload legible copies of all required supporting documents according to the **Document Checklist** available after the submission of the Online Application Form by **Thursday, March 12, 2024 till 08:00 PM (Pakistan Standard Time)**.

NOTE: NOP Centre will not accept hard copies of supporting documents.

NOP Centre may ask for additional information during the processing of your application. Additional documents will need to be submitted through the same process.

LUMS will NOT consider applications that are incomplete or are missing the required documents or have not been submitted by the stipulated deadline.

Applications will be processed based on the information provided by the applicants through the Online Application Form so please ensure that you fill out complete information carefully.

The **ONLY** method of communication with the NOP Centre regarding all enquiries is through the **Ask NOP Centre** icon provided at the upper right corner of your application. You should hear from us within two (2) working days.

Close