



APPLICATION FORM FOR CERTIFICATES

Please read the instructions overleaf carefully. Fill in all the relevant information, provided in this form and attach all the required documents. Incomplete form will be rejected.

Please Mark (✓) only one option:

- Original Degree
- Urgent Degree
- Duplicate Degree

- Revised Degree
- Merit Certificate (MC)

For Office Use Only

No: _____
Date: _____

1. Name of Degree Program: _____

Session: _____ Roll No. _____

2. Registration No:(LCWU) [Grid]

3. Name of the Candidate: [Grid]

(Block Letters)

امیدوار کا نام (اردو میں لازمی لکھیں):

4. C.N.I.C. No. [Grid]

5. Father's Name: [Grid]

(Block Letters)

والد کا نام (اردو میں لازمی لکھیں):

6. Father's C.N.I.C. No. [Grid]

7. Marks Obtained: [Grid] Grade/CGPA: [Grid]

8. Date of Birth: [Grid]

9. Name of Campus/Affiliated College: _____

10. Address: _____

11. Contact No. [Grid]

12. Attestation

Signature & Stamp of Chairperson of Department

Signature & Stamp of Principal

Signature & Office Stamp

Name [Grid]

C.N.I.C [Grid]

(only for students of LCWU)

Signature & Office Stamp

Name [Grid]

C.N.I.C [Grid]

(only for students of Affiliated College)

13. Fee Information:

Rs.: _____ Bank Challan No: _____ Branch: _____ Date: _____

(For Office Use Only)

Comments by Deputy Controller of Examinations (Degree Cell & Certification): _____

Approved by: Controller of Examinations (LCWU)

Signature & Stamp _____

Name of Candidate: _____ No: _____ Date: _____ Received by: _____

(2)

INSTRUCTIONS

1. The application form should be got attested in line with below guide lines.
 - a. In case of affiliated college candidates by the principal of the parent college.
 - b. In case of overseas candidates, the form will be attested by the concerned consulate or embassy.
2. The candidate must attach Photograph and sign the application form.
3. The candidate must attach the previous attested academic testimonials.
4. The candidate must attach Police Report and an affidavit with application form for duplicate Degree.
5. Nobody can apply or receive any certificate from the office on behalf of the candidate, unless authorized by the candidate concerned on prescribed stamp paper.
6. Merit Certificate is issued to the 1st three position holders in the examination.
7. In case a candidate has changed her name after marriage, she should also provide her father's C.N.I.C Copy.
8. If a student remains unable to attend the convocation without submission of refusal to the office, her degree will be issued after depositing prescribed fee.
9. The candidate must provide original paid fee Slip/Challan at the time of receiving of Degree.
10. The candidate is supposed to bring original Academic Transcript and CNIC at the time of receiving of Degree.

NOTE:

Only those forms will be accepted which are complete in all aspects. Incomplete forms shall not be entertained and returned to the candidates.