MIRPUR UNIVERSITY OF SCIENCE & TECHNOLOGY (MUST), MIRPUR



CONTROLLER OF EXAMINATIONS

Admin Block, JarriKass Campus, Mirpur-10250 (AJK) Pakistan **URL:** www.must.edu.pk **E-mail:** controller@must.edu.pk

Contact # 05827-961038/ 961068/ 961065

Name: (Block Letters)		<u>שושע</u>		h r And	A L						
Name. (block Lewers)										(In Ur	du)
Father's Name: (Block Letters)											
										(In Ur	du)
CNIC No:								-			
Degree/ Certificate:											
Registration No.											
Examinations:	Session:Annual:										
Marks/ CGPA/ %age:	out of Division/ Grade %age										
Fee Deposited through	Amount of Fee Deposited:								_		
Bank/Draft:	Amount of Fe										
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	Bank Draft No										
Contact No.											
Contact 110.	Telephone/Re										
E-mail:	i cicpiiono, ita	3./ OIIICC	110.					·			
Address:											
Address: House#/Village/Town/ Sector/ City											
Post office/ Post code:											
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I hereby declare that all the given	particulars are o	correct.									
Signature of the Candidate:					_						
	(English)				(Urdu)						
Certify that we have no objection	regarding the is	suance o	of this c	andi	date'	s Deg	ree.				_
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Detail of Attestation Authority:					=						
Name:	Designation:			Department:							
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POSTAL ADDRESS/ CORRES	PONDENCE .	ADDRE	<u>SS: -</u>								
Name: (Block Letters)											
Father Name: (Block Letters)											
C/o:											
Address: House#/ Village/ Town/ Sector/ City/ Post office/ Post code:											
Contact No:											

INSTRUCTIONS FOR APPLICANTS:

- 1. Please attach the following attested copies along with your application: -
 - 1. Secondary School Certificate (SSC)
 - 2. Detailed Marks Certificate (DMC)
 - 3. CNIC (National Identity Card)
 - 4. Clearance Certificate from the Department (for regular university students only)
- 2. Fee for Degree, including Application Form Fee: -

i.	Degree (Before Convocation)	Rs.7500/-
ii.	Degree (After Convocation)	Rs.2700/-
iii.	Urgent Degree on Declaration of Special Result	Rs.19350/-
iv.	Duplicate Degree	Rs.4720/-
v.	Degree Verification	Rs.17780/-
vi.	Foreign Degree Verification	Rs.17305/-
vii.	Degree Under Process Letter	Rs.1100/-

(This fee structure is applicable to all sessions from September 02, 2024)

- **3.** The Degree will be issued in approximately 2 months from the date of receipt of a complete application form. Incorrect/ incomplete application forms will not be entertained
- **4.** Urgent Degree will be issued in approximately 15-30 days.
- **5.** The student will receive his/her degree at the given Postal Address mentioned on the degree form.
- **6.** The Degree can be issued to the concerned candidate, in case of absence of candidate the authorized person can collect degree by submitting original affidavit on stamp paper of proper value with original CNIC of the degree holder.
- **7.** The application for duplicate degree should be supported by an affidavit on stamp paper of proper value along with original press advertisement and FIR of Police Station.

FOR OFFICE USE ONLY

1.	Degree/ Certificate No.
	Book No.
	Date of Issue:
	Prepared by:
	Checked by:
vi.	Diary No.
vii.	Name/ Initial of Dispatch clerk:
viii	. (Any other)