



**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: -**

1.	<b>Degree (Before Convocation)</b>	<b>Rs.7500/-</b>
2.	<b>Degree (After Convocation)</b>	<b>Rs.2700/-</b>
3.	<b>Urgent Degree on Declaration of Special Result</b>	<b>Rs.19350/-</b>
4.	<b>Duplicate Degree</b>	<b>Rs.17780/-</b>
5.	<b>Duplicate DMC</b>	<b>Rs.3935/-</b>
6.	<b>Degree Verification</b>	<b>Rs.4720/-</b>
7.	<b>DMC Verification</b>	<b>Rs.3935/-</b>
8.	<b>Foreign Degree Verification / Transcript</b>	<b>Rs.17305/-</b>
9.	<b>Degree Under Process Letter</b>	<b>Rs.1100/-</b>

**(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**

- i. Degree/ Certificate No. \_\_\_\_\_
- ii. Book No. \_\_\_\_\_
- iii. Date of Issue: \_\_\_\_\_
- iv. Prepared by: \_\_\_\_\_
- v. Checked by: \_\_\_\_\_
- vi. Diary No. \_\_\_\_\_
- vii. Name/ Initial of Dispatch clerk: \_\_\_\_\_
- viii. (Any other) \_\_\_\_\_

