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Session: _____ Annual: _____

_____ out of _____ Division/ Grade _____ %age _____

Amount of Fee Deposited: _____ (in digits)

Amount of Fee Deposited: _____ (in words)

HBL Challan No. _____ Date: _____

Bank Draft No. _____ Date: _____

Mobile No: _____ / _____

Telephone/Res./Office No: _____ / _____

Signature

Signature

Name: _____Department:

C.N.I.C. No:

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Name: (Block Letters)	
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Father Name: (Block Letters)	
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C/p:	
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Address:	
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House#/ Village/ Town/ Sector/ City/

Contact No:	
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Contact No:

INSTRUCTIONS F

OR 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)
5. Minimum 03 Months internship letter (Original) is compulsory for (B.Com) or ADC Students (Annual System).

2. Fee for Degree, including Application Form Fee: -

1.	Degree (Before Convocation)	Rs.8250/-
2.	Degree (After Convocation)	Rs.2970/-
3.	Urgent Degree on Declaration of Special Result	Rs.20765/-
4.	Duplicate Degree	Rs.19040/-
5.	Duplicate DMC /Transcript/ Verification of DMC /Transcript	Rs.4330/-
6.	Degree Verification	Rs.5192/-
7.	Foreign Verification of Degree / Transcript / DMC	Rs.19035/-
8.	Degree Under Process Letter / Degree Completion Letter	Rs.1210/-
9.	Merit Certificate	Rs. 3460/-
10.	Duplicate Merit Certificate	Rs. 6920/-

(This fee structure is applicable to all sessions from 07, July 2025)

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) _____