UNIVERSITY OF GUJRAT
Application Form

Please read and complete the instructions overleaf carefully. One form can only be used for one purpose.
Fill in all the relevant information, provided in this form and Attach all the required documents.

Affix
Photograph
(Passport Size)

Attested from Front

Please mark (√) your requirement:

01	Urgent/Original	☐ Degree	☐ Diploma	☐ Merit Certificate	05	Degree Completion/Provisional Letter
02	Duplicate	☐ Degree	☐ Diploma	☐ Merit Certificate	06	Verified Copy
03	Revised	☐ Degree	☐ Diploma	☐ Merit Certificate	07	Result Card Duplicate
04	Verification of	☐ Degree	☐ Result Card	☐ Transcript	08	Result Card Revised

A. Degree Information:

1. Registration No. ☐☐☐☐☐☐☐☐☐☐☐   Roll No. ☐☐☐☐☐☐☐ - ☐☐

2. Degree Title: _____ Passing year _____ Passing Session: *Spring / Fall*
   Last Semester Year

3. If Revised: Change from: _____ To: _____

B. Candidate Information:

1. Name of Candidate: _____ _____ امیدوار کا نام (اردو میں)

2. CNIC NO. _____ ☐☐☐☐☐ - ☐☐☐☐☐☐☐ - ☐ _____ شناختی کارڈ نمبر

3. Father's Name _____ _____ والد کا نام (اردو میں)

4. Postal Address _____ _____ گھر کا پتہ (اردو میں)

   _____ _____

   _____ _____

5. Contact No/s. _____

C. Fee Information:

Amount: _____ Bank Challan No: _____ Dated: ___/___/___ Branch: _____

D. Declaration:

1. I hereby declare that the entire particulars are correct and that in case of any difficulty arising out of inaccuracy therein, I shall be responsible for the consequences.
2. I have attached all required documents as per instructions.
3. **Mode of Delivery (Tick one Option)**

   ☐ **Send via Pakistan Post** (*registered mail*) **on above mentioned address** (*Postal/Processing Fee Rs. 500 other than urgent degrees*)
   ☐ **I will receive my document/s personally** (*For Degree Receiving candidate must have original and photocopies of Transcript/Result Card, and CNIC*)

   Signature of the Candidate: _____

   Date: _____

E. Attestation:

1. It is certified that the applicant has completed all the requirements for the issuance of degree/document.
2. It is further stated that institute (in case of regular candidate of College/Campus/PPP Campus/Sub-Campus) has no objection if the candidate collects his/her degree/result card/required document personally from the Degree Cell, Hafiz Hayat Campus, University of Gujrat.

Attested by
i. **Any Gazetted Officer** (in case of private candidate)
ii. **Principal of College** (in case of regular candidate)
iii. **Head of Department** (in case of semester system)
iv. **Director** PPP Campuses/Sub-Campuses

Signature and Office Stamp

Name: ....

CNIC# ☐☐☐☐☐ - ☐☐☐☐☐☐☐ - ☐

Form Version 3.0

✂ ✂

UOG APPLICATION RECEIVING SLIP	
Name	
Father's Name	
Roll No.	
Application for:	

Form Version 3.0

Attachments

1. Urgent/Original Degree/ Diploma/ Merit Certificate:

Attested photocopies of the following documents

  i. CNIC [ ]
  ii. Matriculation *(Final Certificate)* [ ]
  iii. Intermediate *(Final Certificate)* [ ]
  iv. Bachelor *(Degree and Transcript / Result Card)* [ ]
  v. Masters *(Degree and Transcript / Result Card)* [ ]
  vi. M.Phil. *(Degree and Transcript / Result Card)* [ ]
  vii. Ph.D. *(Degree and Transcript / Result Card)* [ ]
  viii. Fee Rs. 2500 (within one year of result declaration date) [ ]
  ix. Fee Rs. 500 (after one year of result declaration date) [ ]

NOTE: Application Processing Period: after 08 Weeks

2. Duplicate Degree/Merit Certificate/Diploma:

Attested photocopies of the following documents

  i. CNIC [ ]
  ii. Matriculation *(Final Certificate)* [ ]
  iii. Intermediate *(Final Certificate)* [ ]
  iv. Bachelor *(Degree and Transcript / Result Card)* [ ]
  v. Masters *(Degree and Transcript / Result Card)* [ ]
  vi. M.Phil. *(Degree and Transcript / Result Card)* [ ]
  vii. Ph.D. *(Degree and Transcript / Result Card)* [ ]
  viii. Advertisement in National Level News Paper *(Original News Paper having Name)* [ ]
  ix. FIR *(Original)* [ ]
  x. Fee + Postal/Processing Rs. 3000 [ ]

NOTE: Application Processing Period: after 08 Weeks

3. Revised Degree/Merit Certificate/Diploma:

Attested photocopies of the following documents

  i. CNIC [ ]
  ii. Matriculation *(Final Certificate)* [ ]
  iii. Intermediate *(Final Certificate)* [ ]
  iv. Bachelor *(Degree and Transcript / Result Card)* [ ]
  v. Masters *(Degree and Transcript / Result Card)* [ ]
  vi. M.Phil. *(Degree and Transcript / Result Card)* [ ]
  vii. Ph.D. (Degree *and* Transcript */ Result Card*) [ ]
  viii. Previous Original Degree/Certificate/Diploma [ ]
  ix. Fee + Postal/Processing
      a. Rs. 2500 *(within two years)* [ ]
      b. Rs. 3500 *(after two years)* [ ]
      c. Rs. 5500 *(after three years)* [ ]

NOTE: Application Processing Period: after 08 Weeks

4. Verification of (Degree/Result Card/Certificate/Diploma):

Attested photocopies of the following documents

  i. CNIC [ ]
  ii. Matriculation (Final Certificate) [ ]
  iii. Intermediate (Final Certificate) [ ]
  iv. Bachelor *(Degree and Transcript / Result Card)* [ ]
  v. Masters *(Degree and Transcript / Result Card)* [ ]
  vi. M.Phil. *(Degree and Transcript / Result Card)* [ ]
  vii. Ph.D. *(Degree and Transcript / Result Card)* [ ]
  viii. *Fee*:
      a. *Degree/Merit Certificate Rs. 1500 per candidate)* [ ]
      b. *Transcript/Result Card Rs. 500 per candidate* [ ]
  ix. Postal/Processing Fee Rs. 500) [ ]

NOTE: Application Processing Period: within 10 working days

5. Degree Completion Letter/Provisional Certificate:

Attested photocopies of the following documents

  i. Transcript or *Result Card* [ ]
  ii. Fee Rs. 1000 [ ]
  iii. Postal/Processing Fee Rs. 500 [ ]

NOTE: Application Processing Period: within 10 working days

6. Verified Copy:

Un-Attested photocopies of the following documents

  i. Transcript or Result Card / Degree) [ ]
  ii. Fee Rs. 1000 per copy) [ ]
  iii. Postal/Processing Fee Rs. 500) [ ]

NOTE: Application Processing Period: within 10 working days

7. Result Card Duplicate:

Attested photocopies of the following documents

  i. CNIC [ ]
  ii. Matriculation (Final Certificate) [ ]
  iii. Intermediate (Final Certificate) [ ]
  iv. Bachelor *(Result Card)* [ ]
  v. Masters *(Result Card)* [ ]
  vi. Affidavit Rs. 50 (with oath commissioner stamp [ ]
  vii. Fee Challan Rs. 1000 [ ]
  viii. Postal/Processing Fee Rs. 500) [ ]

NOTE: Application Processing Period: within 10 working days

8. Result Card Revised:

Attested photocopies of the following documents

  i. CNIC [ ]
  ii. Matriculation (Final Certificate) [ ]
  iii. Intermediate (Final Certificate) [ ]
  iv. Bachelor *(Result Card)* [ ]
  v. Masters *(Result Card)* [ ]
  vi. Revised Registration Card [ ]
  vii. Previous Result Card (Original) [ ]
  viii. Fee Challan Rs. 1000 [ ]
  ix. Postal/Processing Fee Rs. 500) [ ]

NOTE: Application Processing Period: within 15 working days

ڈگری وصول کرنے کا طریقہ

ڈگری وصول کرنے کے لیے امیدوار بذات خود مندرجہ ذیل کاغذات کے ساتھ ڈگری سیل میں تشریف لائے۔

1۔ ڈگری موصولی فارم: *Degree Receiving Form*

2۔ اصل شناختی کارڈ بمعہ فوٹو کاپی

3۔ اصل ٹرانسکرپٹ یا رزلٹ کارڈ بمعہ فوٹو کاپی

مزید معلومات کے لیے ڈگری سیل یونیورسٹی آف گجرات سے رابطہ کریں:

0533-643285

پتہ

کمرہ نمبر 208، ایڈمن بلاک، حافظ حیات کیمپس،
یونیورسٹی آف گجرات، گجرات