Sarhad University of Science & IT, Peshawar

Form D

Mass Education Department

Certificate / Diploma / Degree Form

Applied for the award of: Certificate ☐ Diploma ☐ Degree ☐
(Tick the appropriate check box)

Name of Student: _____

Father's Name: _____

Registration Number: _____ Roll Number: _____

Program of Study: _____

Challan/Demand Draft/Pay Order Number: _____ Amount Submitted: _____

Postal Address: _____

_____

_____

_____ Contact Number: _____

Dated:____/____/20____ ***Signature of the Applicant*** _____

(Account Office Islamabad)

Amount Received: _____

Remarks: _____

(Recommended & Forwarded to **Controller of Examinations** for necessary action)

Documents to be attached for Degree/Diploma/Certificate:

1. Original receipt of payment made for the said purpose.
2. Copy of Transcript / DMC if already issued.
3. For Master Degree/B.Ed/Diploma: (Verified Photocopy of previous Degree/Diploma with sign and seal by the authorized official of concerned University or production of verification letter from concerned University).
4. For M.Ed Degree: (Verified Photocopy of B.Ed Degree with sign and seal by the authorized official of concerned University or verification letter from concerned University).
5. For Bachelor Degree / Certificate: (Verified Photocopy of Intermediate Certificate duly attested by Inter-Board Committee or verification letter from respective Intermediate Board).
6. An authority letter attested by the gazetted officer in case a third person is to collect Certificate/Diploma/Degree.

Prescribed Fee:

Certificate/Diploma/Degree	Rs.3000/- (Time of issuance, 1 month after the receipt of application to the Exam Section)
Master(2-years) Programme	Rs.5000/- (Time of issuance, 1 month after the receipt of application to the Exam Section)
Special Processing fee	Rs.1500/- (If to be issued within 6 months of declaration of result)

Fee should be submitted through challan form /Demand Draft/Pay Order payable at **Islamabad** in the name of Sarhad University.

HBL a/c No. (only for Transcript and Degree/Diploma/Certificate Fee): **11617900602903**

***Important Note*:**

The required academic documents are those on the basis of which applicant has secured admission in the University. All mentioned documents are necessary to be attached with this application form else application will not be considered till the provision of required documents. Complete application should reach the following address:

Sarhad University
Mass Education Department
289-B,St 01,E-11/4 National Police Foundation, Islamabad.
Tel: +92-51-2318166-8 Fax: +92-51-2212965