Examinations Department

Application Form for Issuance of
Revised Transcript / Degree

Attach one Passport Size Color Photo without stamp and paste with gum.

1. Nature of Document(s) required: **Transcript:** ☐ Fee Rs.2500/-

   Degree: ☐ Fee Rs.10000/-

Note: Draft must be prepared in the name of COMSATS Institute of Information Technology, (Principal Seat) Islamabad. Challan No. _____ Dated _____

2. Name of applicant (in Block Letters) _____
   as per Matric Certificate

3. Father's Name (in Block Letters) _____
   as per Matric Certificate

4. Gender: <u>Male / Female</u> (*delete/strike*)   5. Regd.No.: CIIT/_____-_____-_____/WAH

6. Passed the Degree of _____ in passing session/year _____

7. Permanent Address (Complete)_____

   _____

8. CNIC No. of the applicant_____ Email:_____

9. Telephone No (If any). Resident: _____Office:_____Cell No. _____

Document Attached:

1. Original Fee Challan   2. Orginal Trascript / Degree   3. Copy of CNIC (Student only)
4. Original Newspaper (carrying the concerned advertisment)   5. Revised SSC (Metric) Certificate

Note: Fees once paid will not be refunded nor adjusted for any other certificate under any circumstances.

_____
Student's Signature
Date: /   /201__

FOR OFFICIAL USE ONLY

The above student: ☐ Old Transcript No. _____ FRN S.No._____ passing year _____

New Transcript No. _____ updated in Software dated _____

☐ Old Degree No._____ FRN S.No._____ passing year_____

New Degree No. _____ updated in Software dated _____

_____
Exams Official
        Submitted for further process and necssary action.
        Diary No. _____ dated:_____

_____
Asst. Controller of Examinations
        Date: /   /201___