



National University of Sciences & Technology, Islamabad
Request for Issuance of Certificate

Certificate Required:

Please tick (✓)

Migration Certificate/ NOC, English Proficiency Certificate, CGPA to Percentage Conversion Certificate, Any Other Certificate (Please mention details)

- 1. Name, 2. Father's Name, 3. University Regn No, 4. Student category, 5. Contact No, 6. Email, 7. Program, 8. School / College, 9. Date of Award, 10. CGPA, 11. Name of the Organization/ University for which Certificate required, 12. Mode of Delivery

a. By hand:

Self / Authorized Person

Name:

CNIC No:

CNIC No grid with dashes

or

(In case of authorized Person: attach authorized person CNIC copy with authority letter)

Tel/ Mobile No:

b. Through Courier /

Yes / No (If Yes, give postal/ email address below)

Email:

Address:

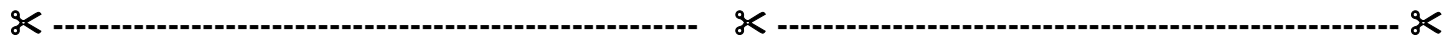
(Charges applied)

Tel/ Mobile No:

Email:

Date of Application:

Signature of Applicant:



RECEIPT (For office Use only)

Received application for Certificate from Mr/Ms.

Registration No.: Institute/ School/ College / Organization:

on date: Tentative date for collection is:

Signature:

Name:

Designation:

13. **Following documents must be attached:**

- a. Bank Draft/Deposit Slip No. _____ Dated _____ of Rs. 500/- - Attached
- b. NOC of respective Services HQs (For Officers/TCs/ GCs/ ASCs/ PCs only) - Attached
- c. Photocopies of Degree/ Transcript - Attached
- d. Photocopy of CNIC - Attached

14. **Instructions:**

- a. Officers/TCs/GCs/ASCs/PCs are required to obtain NOC from respective Services HQs (GHQ (MS Branch)/ NHQ/ AHQ) and attach photocopy of the same.
- b. In case of currently studying students, application should be processed through concerned School/ College.
- c. Certificate will be issued as per NUST policy.

Certificate Fee

15. The **Certificate fee can be paid in Pak Rupees** through Cash Deposit/ Online transfer in **NUST-SGI A/C No. 22927000267401** Habib Bank Limited, H-12 Sector Branch, Islamabad or through Bank Draft/ Pay Order in favor of **“NUST Islamabad”**:

S.No	Category	Charges per Certificate	Time Limit (Working days)
a.	Certificate preparation	Rs. 500/-	2 - 3
b.	Local courier charges/ by email (for one postal/ email address)	Rs. 500/-	2 - 3
c.	Foreign courier charges (for one postal address) - CNIC copy also required	Rs. 3500/-	4 - 7

16. **For Payment in Dollars:** Organizations/ Students outside Pakistan can remit the requisite amount in NUST Dollar account having following details:

Account Title: NUST US Dollars **Account Number:** 2292-70006729-10
Currency of Account: US Dollar **IBAN Number:** PK15 HABB 0022 9270 00672910
Branch Code: 2292 **BIC/ SWIFT ID/Code:** HABBPKKA
Purpose of Payment: Transcript Fee **Bank Name & Address:** Habib Bank Limited, NUST University
Branch, Sector: H-12, Islamabad, Pakistan.

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18. For query/ online submission of application form/ update / query contact concerned office on:-

Under Graduate CGPA to Percentage/ Class ranking

Phone/ 051-90851058 : ace_ug@nust.edu.pk
Email: 051-90851056 : addldce@nust.edu.pk

MS/ PhD CGPA to Percentage

051-90851057 : ace_pg@nust.edu.pk
051-90851055 : dde@nust.edu.pk
051-90851059 : sa-exam@nust.edu.pk

Under Graduate English proficiency/ NOC/ Migration

Phone/ 051-90851051 : adregnug@nust.edu.pk
Email: 051-90851053 : admed@nust.edu.pk
051-90851049 : admissions@nust.edu.pk

MS/ PhD English proficiency/ NOC/ Migration

051-90851043 (MS) : adms@nust.edu.pk
051-90851064 (MS) : msdeg_verification@nust.edu.pk
051-90851075 (PhD) : adphd@nust.edu.pk