



APPLICATION FOR VERIFICATION OF ACADEMIC DOCUMENTS

(Revised August 2021)

(All entries must be filled, please read the instructions before filling the form)

To: **The Registrar & Controller of Examinations**
Main Office NUST, Sector H-12
Islamabad.

For office use only (Form No. 1002A)
Application No: _____
Date of Delivery: _____

Category: Student Organization/University

Verification for: Degree Transcript Detailed Marks Sheet(s)

Student's Particulars

- Name: _____
- Registration Number: _____
- Degree Title: _____
- Bachelor/ Masters/ PhD _____
- College / School / Institute: _____
- Email ID: _____
- No of copies required: _____
- Bank Deposit Slip / Draft No: _____ Date: _____ for Rs. _____

(Please attach original receipt)

Applicant's Particulars (If not student)

- Name: _____
- CNIC No: _____
- Designation: _____
- Email ID: _____
- University / Organization: _____
- Contact Details: _____
- Bank Deposit Slip/ Draft No: _____ Date: _____ for Rs. _____

(Please attach original receipt)

8. **Mode of Delivery:**

a. **By hand:**

Self / Authorized Person

Name: _____

CNIC No:

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(CNIC copy attached with authority letter)

Tel/ Mobile No: _____

b. **Through Mail:**

Yes/ No (If Yes, give address below)

Address: _____

Tel/ Mobile No: _____

Date of Application: _____

Signature of Applicant: _____

(Continue on Reverse)



RECEIPT (For office Use only)

Received application No. _____ for _____ Verification from Mr/Ms. _____

Registration No. _____ College / School / Centre / Organization on date: _____

Tentative date for collection is _____.

Signature: _____

Name: _____

Designation: _____

Note:

- Attach original documents or copies of Degree / Transcript / DMS with the application for verification.
- Minimum 03 working days would be required for processing for verification of documents after receipt of request at Main Office NUST, Islamabad.
- Please remit fee separately for Verification of Transcript/ Degree/ DMS.

Charges for Student	Charges for other University/ Organization	Charges for Foreign University/ Organization	Foreign Courier charges (for one foreign mailing address)
Rs. 700 per copy	Rs. 1000 per copy	US \$ 25 per copy	Rs. 2500 per envelope

For Payment in Pak Rupees:

The Transcript fee can be paid 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”**.

For Payment in Dollars:

Organizations/ Students outside Pakistan can remit the requisite amount in NUST US 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
Bank Name:	Habib Bank Limited
Branch Address:	Habib Bank Limited, NUST University Branch, Sector H-12 Islamabad, Pakistan.
Branch Code:	2292
BIC/SWIFT Code:	HABBPCCA
Purpose/ Reason of Payment	e.g. Transcript/ Degree/ DMS Verification Fee

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

	<u>Verification of Under Graduate Transcript</u>	<u>Verification of Post Graduate Transcript/ DMS</u>
Phone/	051-90851056 : ace_ug@nust.edu.pk	051-90851057 : ace_pg@nust.edu.pk
Email:	051-90851058 : aceug@nust.edu.pk	051-90851055 : dde@nust.edu.pk
		051-90851059 : sa-exam@nust.edu.pk
	<u>Verification of Under Graduate Degree</u>	<u>Verification of Post Graduate Degree</u>
Phone/	051-90851051 : adregnug@nust.edu.pk	051-90851043 (MS) : adpgp_m@nust.edu.pk
Email:	051-90851053 : ddregn@nust.edu.pk	051-90851047 (PhD) : adphd@nust.edu.pk
	051-90851049 : admissions@nust.edu.pk	051-90851045 (MS/PhD) : ddpgp@nust.edu.pk
		051-90851064 (MS/ PhD) : msdeg_verification@nust.edu.pk