



University of Central Punjab

CE - 01

Application For: REVISED TRANSCRIPT / DEGREE

(ON ACCOUNT OF CHANGE IN NAME, FATHER'S NAME OR DATE OF BIRTH)

(Please read the instructions carefully before applying and use CAPITAL WORDS ONLY)

REF. NO. (FOR OFFICIAL USE)											DATE OF APPLICATION										
PROGRAMME											REG. NO										
STUDENT NAME:																					
FATHER'S NAME:																					
CNIC NO.											DATE OF BIRTH	d	d	m	m	y	y				
MOBILE NO.											EMAIL:										

REQUIRED CHANGES IN NAME, FATHER'S NAME, DATE OF BIRTH
(PLEASE GIVE EXACT SPELLINGS WHICH ARE REQUIRED TO BE CHANGED TO)

NAME																				
FATHER'S NAME																				
DATE OF BIRTH	d	d	m	m	y	y	IN WORDS													
CNIC NO.:																				

THE ORIGINAL DOCUMENTS AND ATTESTED PHOTOCOPIES OF THE DOCUMENTS ATTACHED:

<input type="checkbox"/>	ORIGINAL FEE DEPOSITE SLIP	<input type="checkbox"/>	COPY OF B.I.S.E NOTIFICATION (SSC)	<input type="checkbox"/>	COPY OF REVISED HSSC CERTIFICATE
<input type="checkbox"/>	ORIGINAL UCP DEGREE & TRANSCRIPT	<input type="checkbox"/>	COPY OF REVISED SSC CERTIFICATE	<input type="checkbox"/>	COPY OF UNIVERSITY NOTIFICATION
<input type="checkbox"/>	COPY OF CNIC	<input type="checkbox"/>	COPY OF B.I.S.E. NOTIFICATION (HSSC)	<input type="checkbox"/>	COPY OF UNIVERISYTY REVISED DEGREE

Received by : _____ PRINTED BY: _____

Applicant Signature: _____



University of Central Punjab

APPLICATION FOR REVISED TRANSCRIPT / DEGREE

Acknowledgement

REF. NO.			DATE:	RECEIVED BY:
DOCUMENT:	TRANSCRIPT			
	DEGREE			
REGISTRATION NO.				
STUDENT NAME:				

INSTRUCTIONS

FOLOWING DOCUMETS / ATTESTED COPIES MUST BE ATTACHED:

- The return of the Original Degree / Transcript of UCP is MUST
- Evidence of deposit of processing fee at following rates is MUST:
 - Transcript Rs. 500/-
Rs. 1000/- (for additional 3-copies)
 - Degree Rs. 5000/-
- The attested copies of the notifications of BISE / University to the effect of change in Name. Father's name or Date of Birth in MUST
- The attested copies of the revised certificate (SSC & HSSC) and the degree/s by the university indicating the changed Name. Father's name or Date of Birth is MUST
- Attested copy of the self CNIC

YELLOW

NOTE:

- Normal time for processing and issue of Revised Transcript / Degree is approximately 20 working days.
- Please bring original CNIC and one copy along with acknowledgement slip for collection of Revised Transcript/Degree.
- In-case someone else is nominated on your behalf then the nominated person must submit:
 - Authority letter in the name of nominated person
 - Original Acknowledgment slip
 - The CNIC copy of the applicant
 - Original CNIC of nominated person
 - Before coming to collect the revised document, please confirm on Phone: 0423-5880007 Ext.140, (Rizwan Rashid) or on email address: rizwan.rashid@ucp.edu.pk