



(Please tick the appropriate boxes)

☐ Urgent Issue of Transcript (15 working days) (Payment details are overleaf)

Paste Your
passport size
Photograph
Here

(To be filled in BLOCK LETTERS) by the candidate in his/her own handwriting. Student's own & father's name must be as on his/her SSC/IBCC equivalence Certificate and CNIC/Passport).

Name: _____ Date of Birth: _____

Father's Name: _____ Gender:

	Male
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	Female
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Postal Address: _____

CNIC #:

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 University Reg. #: _____

Domicile District: _____ Email: _____

Program:_____ Contact No:_____

Date of Admission:_____ Date of Completion:_____

Persuing Higher Education:	☐	Master	☐	Ph.D
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Funding:	☐ Self	☐ Scholarship
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University Name: _____

Current Employment Status:	☐ Self	☐ Private	☐ Govt	☐ Unemployed
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Date: / /

Students Sign: _____

For Use by Gandhara University, Peshawar

- In case of Transcript, Outstanding dues are cleared, degree Fee is received.

Account Officer's Sign & Stamp

- In case of Transcript, result of project / Thesis are forwarded and received by the Gandhara University, all degree requirement have been completed. Moreover, name and father's name of the application have been verified as per the attached SSC certificate. Students may be issued with the transcript as required.

Date given for collection of transcript:

_____/_____/_____.

Deputy Controller of Examination
(P.T.O)

INSTRUCTIONS:

- Please make sure that all your dues are cleared before you request for Transcript
- Documents are necessary to be attested by the Principal or Vice Principal of your concerned discipline/program with this application form.
- Authority letter in case a third person is collect attested by gazette Officer/Principle or Vice Principal.

Fee will be charged as under:

Normal Transcript (25 working days) after receipt of application at GU -----	Rs. 2500/-
Urgent Transcript (15 working days) -----	Rs. 3000/-
Revised / Duplicate Normal (25 Working Days) -----	Rs. 2500/-
Revised / Duplicate Urgent (15 Working Days) -----	Rs. 3000/-
Transcript Verification Charges-----	Rs. 1500/-

Please attach a copy of the payment receipt.

MODES OF PAYMENT:

For students in Pakistan:

By Pay order/DD Drawn in favor of Gandhara University.

Accountant title: GANDHARA UNIVERSITY

Bank Name: FAYSAL BANK

Account No: 3201307900227023

Note: receipt of Payment (through any mode) must be enclosed with the application form.

FOR USE BY THE EXAMINATION DEPARTMENT, GANDHARA UNIVERSITY

Total Number of the Transcripts issued: _____ S.No: _____ Dated: ____/____/____

STUDENT RECEIPT

Urgent/Ordinary request for issuance of final transcript in respect of:

Name: _____, University Registration Number: _____

Program: Received by _____ Collection Date _____

Documents needed to be attached in following Sequence:

S.No	Document Attested	✓ x
1	Passport Size Pic (White background) (Attested Backside)	
2	CNIC Copy	
3	Fee Slip	
4	Application Form	
5	All DMC's	
6	Matric and F.Sc Certificates	
7	Provisional Character Certificate	
8	The Photocopy of Degree if issued	

Student Signature

Important Note:

All mentioned documents are necessary to be attached with this application form else application will not be considered till the provision of required documents.