PMAS- ARID AGRICULTURE UNIVERSITY RAWALPINDI
Office of the Controller of Examinations

Student's Name: _____ Registration No.: _____arid_____

CNIC # [ ][ ][ ][ ][ ]-[ ][ ][ ][ ][ ][ ][ ]-[ ]   Cell #: _____

Father's Name: _____ Faculty/Institute/Affiliated: _____

Name of Degree or Diploma: _____ Major Subject: _____

Degree or Diploma Completed in the : Year 20_____ Phone No. _____

_____
Student's Signature   Date: /   /20____

Read It ➪ *Now, the student shall go to Fee Clerk of the Treasurer's "Student Window" to obtain fee challan.*

FOR TREASURER'S OFFICE ONLY

Verified that fee deposited **Rs.** _____vide Bank Receipt#. ____Dated   /   /20_____

Fee Clerk Signature & Stamp: _____

Read It ➪ *Finally, the student shall deposit this Application Form at the Student-Window of the Controller's Office to receive his / her Degree/ Diploma.*

Relevant record has been checked and student has deposited the prescribed Fee. As there is no deficiency on his / her part, issuance of the degree / diploma may be allowed.

_____   _____
Section Clerk   Dated: /   /20____   **Superintendent**   Dated: /   /20____

Deputy /Assistant Registrar (Exams)

NOTE: (IMPORTANT INFORMATION ARE OVER LEAF)

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Degree / Diploma   TOKEN: (Students Must Fill relevant Blanks

Student's Name: _____ Registration No. _____-arid-_____

Degree Name/Year: _____ Faculty/Institute/ Affiliated: _____

Rs. _____, **Bank receipt No.**_____ Dated _____

Important ➪ **FOR RECEIVING DEGREE**

Please read the following instructions carefully

1. **In-person please brings the original C.N.I.C. and this token,(both original)when you have to receive the Degree/Diploma otherwise, the Degree / Diploma will not be issued.**
2. **If the request of the candidate is received from abroad, the degree may be issued to his/her nominee provide that the student concerned sends his/her authority letter attested by the Pakistan Mission abroad along with the attested copy of his/her own National Identity Card. The authority letter must include the C.N.I.C. Number of the nominee, who will receive the degree. The nominee must provide original C.N.I.C. for his identity.**
3. **In case the student is not able to collect degree due to some valid reason within Pakistan, should sends his/her authority letter on stamp paper duly attested by Notary Public, from his/her own relevant permanent C.N.I.C. address. Authority letter must include the C.N.IC. number of the nominee who will receive that degree. The nominee must provide original C.N.I.C. for his identity.**

P.T.O. ➪

_____
Signature / Stamp of Receiving Clerk
Office of the Controller of Examinations

PMAS-AAUR OFFICE OF THE CONTROLLER OF EXAMINATIONS
Fee Structure

Tick One	**DEGREE FEE**	**Rs. 5000/-**
	DUPLICATE/ REVISED/ DEGREE FEE	**Rs. 13200/-**
	URGENT DEGREE FEE (With in 45days)	**Rs. 15400/-**
	DIPLOMA FEE	**Rs. 2900/-**
	DUPLICATE DIPLOMA FEE	**Rs. 4000/-**

NECESSARY DOCUMENTS NEEDED FOR APPLYING DEGREE OF ALL CATAGORIES

⇨ **Attach Original Bank Receipt.**
⇨ **Attach Copy of C.N.I.C and University Character Certificate.**
⇨ **Attach Copy of Matric Certificate (سند).**
⇨ **Student to show original C.N.I.C. and Token when receiving the Degree / Diploma.**

MANDATORY DOCUMENTS NEEDED FOR APPLYING DUPLICATE DEGREE/ DIPLOMA

❖ Attach original copy of FIR/ Police Station report. (Where mention the reason of original degree lost).
❖ Attach Original cutting of two National news papers one in Urdu and one in English. (Where mention the reason of original degree lost).
❖ Attach original Affidavit, duly attested by Notary Public (Where mention the reason of original degree lost), if found it must be return back to the office of the Controller of Examinations.
❖ Attached the attested copy of previous degree.
❖ Attached visible attested copy of Matriculation certificate.

MANDATORY DOCUMENTS NEEDED FOR APPLYING REVISED DEGREE/ DIPLOMA

❖ Attached the visible copy of Registrar office Notification that shows the correct particulars of the student.
❖ Attached visible attested copy of Matriculation certificate.
❖ Attached the attested copy of previous degree, which needs to be revised.
❖ Attached an application address to the Controller of Examination with student/ father name, C.N.I.C. number Mobile number, complete home address and signatures,

I read the above instructions carefully and submit attested all relevant documents properly.

_____
Student's Signature Date: /   /20