



# WOMEN UNIVERSITY, SWABI

S.No:

Degree in Absentia Form Rs: **2,000**

Attached  
02 No. of  
Passport  
Size Pictures

فارم کے ساتھ دو عدد پاسپورٹ سائز سفید گراؤنڈ والی تصاویر لگائیں۔  
اور تصاویر کے پشت پا اپنا نام اور ولڈریٹ ضرور لکھیں۔ رنگین بیک گراؤنڈ  
والی تصاویر ہرگز قبول نہیں کی جائیں گی۔

University Registration No:

University Enrollment No:

Title of Degree:

1. Name (in Block letters) \_\_\_\_\_

2. Father's Name (in Block letters) \_\_\_\_\_

3. Name of Examination Passed \_\_\_\_\_

Year/Session \_\_\_\_\_ Annual/Supply. (Attach final year DMC photocopy)

4. Tick whether passed as Regular Student  OR Private Candidate

5. Institution attended: \_\_\_\_\_

6. District of Domicile: \_\_\_\_\_

7. Permanent Address \_\_\_\_\_

8. Present Address (for dispatch of Degree) \_\_\_\_\_

Phone No \_\_\_\_\_

9. C.N.I.C No.      -       -  (Attach attested Copy)

I have completed all the requirements for award of Degree and have deposited

Rs. \_\_\_\_\_ Vide Receipt No. \_\_\_\_\_ date \_\_\_\_\_ attached

Do you want the Degree to be sent by post? Yes  No

Attestation From Head of Institute/Principal

(Please Read instruction No.2 overleaf)

Signature .....

Name .....

Office Seal .....

Signature of the Candidate

## ACKNOWLEDGEMENT (For applicant)

S.No:

Received degree form of Miss \_\_\_\_\_

D/O \_\_\_\_\_ Exam. \_\_\_\_\_ Reg. No. \_\_\_\_\_

Session \_\_\_\_\_ Annual/Supply Enrollment No. \_\_\_\_\_

Fee deposited Rs. \_\_\_\_\_ In UBL vide receipt/Bank Draft No. \_\_\_\_\_ dated. \_\_\_\_\_

### ضروری ہدایات

ڈگری وصول کرنے وقت ڈگری سلپ اور سید اور مختلف اُمیدوار کی کہیں ہرگز اتومی شناختی کارڈ  
کی فوٹوکاپی ہمراہ لائیں۔ بصورت دیگر ڈگری جاری نہیں کی جائے گی۔ فارم جمع کرنے  
سے پہلے فارم کے پشت پر دی گئی ہدایات ضرور پڑھیں۔

Dealing Asstt:(Degree Section)  
Women University, Swabi  
Phone: 0938-221158

**(P.T.O)**

## **INSTRUCTIONS FOR THE CANDIDATES**

### **IMPORTANT NOTE:**

This form should be filled in accordance with the following instructions; Incomplete form will not be entertained and shall be returned OR be kept pending till the deficiency is removed.

#### **A. Documents required for issuance of Original Degree**

- i. Copy of DMC of the relevant Examination.(i.e Both P-I & P-II)
- ii. Copy of C.N.I.C.
- iii. Copy of Matric Certificate
- iv. Copy of Intermediate Certificate
- v. Original bank Receipt or Bank Draft for the fee deposited. Fee remitted through Money Order is not be accepted.

#### **B. Duplicate Degree**

- i. Original Degree (If available)
- ii. Copy of D.M.C of the relevant Exam
- iii. Cutting of at least two newspapers (in Original)
- iv. F.I.R (in Original)
- v. Copy of Matric Certificate
- vi. Copy of Intermediate Certificate
- vii. Copy of C.N.I.C
- viii. Affidavit (In Original)
- ix. Original Bank Receipt or Bank Draft for the fee deposited. Fee remitted through Money Order is not be accepted.

2. Regular students are required to attest this form, all documents and photographs from the head of the concerned institution while private candidates are required to attest all the aforementioned documents from a Gazetted Government officer. The attestation officer will be held accountable for wrong attestation.
3. The Degree Section will not be held responsible for delay in preparation of degree in stipulated period due to incomplete/wrong information OR Non-availability of Vice-Chancellor/Registrar/Controller of Examinations.

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**Note:** Fee can be deposited in UBL Bank Branch operating at University Campus OR can be deposited ONLINE in any branch of UBL (United Bank Limited) within the country (A/c Title: Women University Swabi in A/C No. **252582075**: Degree Fee) OR can be send through Bank Draft in the name of Treasurer, Women University, Swabi.

- \* For immediate degree, the applicant must submit the prescribed form completed in all respect before 10:00 A.M on the working day in the Degree Section.