

UNIVERSITY OF SARGODHA

BIO DATA FORM FOR ISSUANCE OF OFFICIAL TRANSCRIPT (FOR THE RECORD OF EXAMINATIONS DEPARTMENT)

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Programme: Session: Department: College Name:												must		- 1			ent m	
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									Do not staple or pin up Without Attestation						Attested by the Chairperson (front Side)			
1.	Regist	ration No.(University	of Sarg	jodh	a)				Wi	tnou	Attes	station	<u>'</u>					
2.	<u>Name</u>	of the Student (in bloc	ck lette	ers)							1	ı						
3.	Studer	nt's N.I.C. No.																
4.	Fathe	r's Name (in block lette	ers)															
5. l	Date of	Birth According to Matric	ulation	Certi	ificate	e(DD	/MM	/ YY	YY)_									
6.	Unive	rsity Roll Number				_	G	end	er (I	Male	/ F	emal	le) _					
		nt's Email																
	3. Transcript/Degree Notification Fee Rs.500/- p																	
		of Academic Qualificat			,													
J.	Sr. #	Certificate/Degree		Board /University							Year of %age of Marks Passing Obtained / CGPA							
	1	SSC/Matric or equivalent																
	2	HSSC/FA/FSc or equivalent																
	3	BA/BSc or equivalent																
	4	BS (4-Year)/BSc (Hons) or ed	quivalent															
	5	MA/MSc or equivalent																
	6	MS/M.Phil or equivalent																
	7	Any other Diploma etc.																
10	. Pos	tal Address																
11	Por	manent Address																
11	. Peri	manent Audress												-				

12. Important Instructions (Read Carefully)

WITHOUT SUBMISSION OF THIS FORM STUDENT CANNOT OBTAIN OFFICIAL TRANSCRIPT AND DEGREE

This office will not receive any Form directly from the students. All Forms must be submitted through respective Departments / Institutes / Colleges with covering letters addressed to Controller of Examinations.

- i. The following documents must be attached with this form.
 - a. Attested copy of Registration Card (for those who were registered as Regular students) or B.A/B.Sc Result Card (for those who have graduated from University of Sargodha as Private candidate).
 - b. Attested copy of Computerized National Identity Card.
 - c. Attested copy of Matriculation, Intermediate, Bachelors or equivalent Certificates.
 - d. One coloured photograph (passport size) attested by the Chairman / Principal at the front side and one coloured photograph (passport size) without attestation must be pasted at the specified places.
- ii. The student must deposit Rs.500/- as Transcript/Degree Notification fee in the HBL / Bank Alfalah and paste original Challan at the back side of this form.
- iii. The students are directed to fill in the form carefully. The above mentioned particulars will be used for the issuance of Transcript/Degree and correspondence. In case of any change/correction in the above mentioned particulars, the student will have to pay the prescribed fee.

Declaration: I declare that all the particulars mentioned above are correct and in case of any difficulty arising out of inaccuracy therein, I shall be responsible for the same.

Signature of the Student	
Certified that the above mentioned information is correct as per	office/department record and to the best of my knowledge.