



**National University of Technology, Islamabad**  
**Exam Office**  
**Request for Issuance of Bachelor Degree (Before Convocation)**

1. Name \_\_\_\_\_  
(As per Matric/O level certificate)
2. Father' Name: \_\_\_\_\_  
(As per Matric/O level certificate)
3. NUTECH ID \_\_\_\_\_ 4. Contact No. \_\_\_\_\_
5. Email \_\_\_\_\_
6. Discipline \_\_\_\_\_ 7. Department \_\_\_\_\_
8. Reason for issuance of degree before convocation (√ tick relevant reason):-
- |                              |                   |                          |
|------------------------------|-------------------|--------------------------|
| a. For job purpose           | Evidence attached | <input type="checkbox"/> |
| b. For higher studies        | Evidence attached | <input type="checkbox"/> |
| c. For registration with PEC | Evidence attached | <input type="checkbox"/> |
9. Date of completion of degree \_\_\_\_\_ 10. CGPA \_\_\_\_\_
10. Photocopy of clearance certificate from Department - Attached
11. Bank Draft/Deposit Slip No. \_\_\_\_\_ Dated \_\_\_\_\_ of Rs. 3500/- - Attached   
(Fee can be deposited in account no. 50007901701803 Habib Bank Limited, I-12 Sector  
Branch, "Islamabad". Or bank draft/pay order in favor of NUTECH, Islamabad)
- Photocopy of CNIC - Attached
12. Signature of Student \_\_\_\_\_ Date. \_\_\_\_\_
- Note: (a) Processing time for issuance of degree is minimum 15 working days, after the receipt of application at Exam Office, NUTECH subject to issuance of final result notification by Exam Office.**
- (b) Degree will be handed over only to concerned graduate and not sent by mail/courier.**
- (c) Degree can also be collected on authority letter to blood relations in case graduate is away/out of country.**

**(For office use only)**

13. Outstanding dues against student Rs. \_\_\_\_\_  
Date. \_\_\_\_\_  
\_\_\_\_\_  
Deputy Director, Treasurer Office, NUTECH
14. Recommended / Not Recommended for issuance of degree before convocation.  
Date. \_\_\_\_\_  
\_\_\_\_\_  
Deputy Controller Examination
15. Recommended / Not Recommended  
Date. \_\_\_\_\_  
\_\_\_\_\_  
Controller of Examination
16. Approved / Not Approved  
Date. \_\_\_\_\_  
\_\_\_\_\_  
Pro Rector