



National University of Sciences & Technology, Islamabad

PGP Directorate

Request for Issuance of Duplicate Master Degree in Case of Loss of the Original Degree

1. Name _____ 2. Regn No _____
3. Programme _____ 4. Institution _____
5. Please ensure that following documents are attached:-
- a. Advertisements in 2x prominent newspapers Attached in original
- b. FIR Attached in original
- c. Affidavit on stamp paper of Rs. 100/-
(Specimen enclosed) Attached in original
- d. Bank draft/Deposit slip # _____ dated _____ of Rs. 5000/- Attached in original
- e. Photocopy of Master degree Photocopy attached
- f. Photocopy of CNIC Photocopy attached
6. Signature of student _____ Date. _____

(For office use only)

7. Recommended / Not Recommended for issuance of duplicate Master degree.

Date. _____

DD PGP, PGP Dte

8. Recommended / Not Recommended

Date. _____

Dir PGP

9. Approved / Not Approved

Date. _____

Pro Rector (Academics)

**PROCEDURE FOR ISSUANCE OF DUPLICATE
MASTERS DEGREE IN CASE OF LOSS OF THE
ORIGINAL DEGREE**

1. In case of loss of original degree, the student will complete the following formalities:-

- a. The student will advertise in at least two prominent newspapers about loss of degree alongwith its complete particulars and will wait for two (2) months.
- b. FIR in the nearest police station be registered immediately with necessary details leading to the loss of degree.
- c. Student will be required to give an affidavit on stamp paper of Rs. 100/- about loss of degree duly certified by notary public (specimen enclosed).
- d. Bank draft amounting to Rs. 5000/- in favour of NUST.

2. In case degree is not received/found within 2 months of publication of advertisements, the student is required to forward application (form available on NUST website in downloads) to PGP Dte NUST, Sector H-12, Islamabad alongwith following documents:-

- a. Abovementioned documents in original (para1, serial a to d).
- b. Photocopies of degree and CNIC.

Specimen of Affidavit for Issuance of Duplicate Master Degree

I, _____ son/daughter of _____
registration no. _____ resident _____ of do hereby
solemnly affirm and declare as under:-

- a. I have completed Master degree bearing serial no. _____ during the year _____ at National University of Science and Technology (NUST), Islamabad.
- b. Unfortunately, I have lost my original Master degree on _____.
- c. In spite of my best efforts, I could not trace the same.
- d. In case if I find the original degree at a later stage, I will return the same to NUST.
- e. The above statements are true and correct to the best of my knowledge.

Applicant signature: _____

Date: _____