



National University of Sciences & Technology, Islamabad
Registrar Directorate

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

1. Name _____
(As per Matric/O level certificate)
2. Father's Name: _____
(As per Matric/O level certificate)
3. NUST Regn No _____ 4. Student category _____
(NS/NFS/Officer/TC/GC/ASC/PC)
5. Contact No. _____ 6. Email _____
7. Program _____ 8. School / College _____
9. Date of completion of degree _____ 10. CGPA _____

11. 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
(Fee can be deposited in account no. 22927000267401, HBL, Sector H-12 Branch,
Islamabad or bank draft/pay order in favour of NUST, Islamabad)
- e. Photocopy of Bachelor degree Photocopy attached
- f. Photocopy of CNIC Photocopy attached
12. Signature of student _____ Date. _____

- Note:** (a) **Officers/TCs/GCs are required to process application through Services HQs (GHQ (MS Branch)/NHQ/AHQ)**
- (b) **Processing time for issuance of Duplicate degree is minimum 15 working days, after the receipt of application at Registrar Dte, Main Office.**
- (c) **Degree will be handed over only to concerned graduate and not sent by mail/courier**
- (d) **Degree can also be collected on authority letter to blood relations in case graduate is away/out of country.**

(For office use only)

13. Recommended / Not Recommended for issuance of Duplicate Bachelor degree.

Date. _____

AD Registration, UG Sec, Registrar Dte

14. Recommended / Not Recommended

Date. _____

Registrar

15. Approved / Not Approved

Date. _____

Pro Rector (Academics)