



# University of Central Punjab

CE - 01

## Application For: REVISED TRANSCRIPT / DEGREE

(ON ACCOUNT OF CHANGE IN NAME, FATHER'S NAME OR DATE OF BIRTH)

( Please read the instructions carefully before applying and use CAPITAL WORDS ONLY )

REF. NO. (FOR OFFICIAL USE)																DATE OF APPLICATION						
PROGRAMME																REG. NO						
STUDENT NAME:																						
FATHER'S NAME:																						
CNIC NO.																DATE OF BIRTH	d	d	m	m	y	y
MOBILE NO.																EMAIL:						

### REQUIRED CHANGES IN NAME, FATHER'S NAME, DATE OF BIRTH

**(PLEASE GIVE EXACT SPELLINGS WHICH ARE REQUIRED TO BE CHANGED TO)**

NAME																				
FATHER'S NAME																				
DATE OF BIRTH	d	d	m	m	y	y	y	y	IN WORDS											
CNIC NO.:																				

### THE ORIGINAL DOCUMENTS AND ATTESTED PHOTOCOPIES OF THE DOCUMENTS ATTACHED:

<input type="checkbox"/>	ORIGINAL FEE DEPOSIT SLIP	<input type="checkbox"/>	COPY OF B.I.S.E NOTICATION (SSC)	<input type="checkbox"/>	COPY OF REVISED HSSC CERTIFICATE
<input type="checkbox"/>	ORIGINAL UCP DEGREE & TRANSCRIPT	<input type="checkbox"/>	COPY OF REVISED SSC CERTIFICATE	<input type="checkbox"/>	COPY OF UNIVERSITY NOTIFICATION
<input type="checkbox"/>	COPY OF CNIC	<input type="checkbox"/>	COPY OF B.I.SE. NOTIFICATION (HSSC)	<input type="checkbox"/>	COPY OF UNIVERISYTY REVISED DEGREE

Received by : _____	PRINTED BY: _____	Applicant Signature: _____
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# University of Central Punjab

APPLICATION FOR REVISED TRANSCRIPT / DEGREE

## Acknowledgement

REF. NO.			DATE:	RECEIVED BY:
DOCUMENT:	TRANSCRIPT			
	DEGREE			
REGISTRATION NO.				
STUDENT NAME:				

# INSTRUCTIONS

## FOLOWING DOCUMETS / ATTESTED COPIES MUST BE ATTACHED:

- The return of the Original Degree / Transcript of UCP is MUST
- Evidence of deposit of processing fee at following rates is MUST:
  - Transcript Rs. 500/-  
Rs. 1000/- (for additional 3-copies)
  - Degree Rs. 5000/-
- The attested copies of the notifications of BISE / University to the effect of change in Name. Father's name or Date of Birth in MUST
- The attested copies of the revised certificate (SSC & HSSC) and the degree/s by the university indicating the changed Name. Father's name or Date of Birth is MUST
- Attested copy of the self CNIC

### **NOTE:**

- Normal time for processing and issue of Revised Transcript / Degree is approximately 20 working days.
- Please bring original CNIC and one copy along with acknowledgement slip for collection of Revised Transcript/Degree.
- In-case someone else is nominated on your behalf then the nominated person must submit:
  - Authority letter in the name of nominated person
  - Original Acknowledgment slip
  - The CNIC copy of the applicant
  - Original CNIC of nominated person
  - Before coming to collect the revised document, please confirm on Phone: 0423-5880007 Ext.140, (Rizwan Rashid) or on email address: [rizwan.rashid@ucp.edu.pk](mailto:rizwan.rashid@ucp.edu.pk)