**MUHAMMAD NAWAZ SHAREEF UNIVERSITY OF AGRICULTURE,**

 **MULTAN**

**APPLICATION FORM FOR THE ISSUANCE OF DMC/PROVISIONAL CERTIFICATE/DEGREE/MIGRATION CERTIFICATE**

All the particulars required below should be legible and accurately filled by the candidate in his own handwriting. Form complete in all respects would only be accepted. The incomplete form would be returned to the candidate which must be resubmitted to this office immediately.

**THIS OFFICE WILL NOT BE RESPONSIBLE FOR ANY DELAY IN A CASE WHERE THE FORM IS NOT COMPLETE IN ALL RESPECTS (READ CAREFULLY INSTRUCTIONS OVERLEAF)**

1. Name of applicant in block letters \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Father’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Present Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Permanent Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. CNIC No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone/Cell #.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7. Nature of document required \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. Regd. No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_9. Bank Challan No. \_\_\_\_\_\_\_\_\_\_\_ Dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

10. Record of Examinations Passed

**(For Undergraduate Students)**

Degree\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Faculty \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Major/Section \_\_\_\_\_\_\_\_\_\_

Year of passing \_\_\_\_\_\_\_\_\_\_\_\_ Marks obtained \_\_\_\_\_\_\_\_\_\_\_\_ CGPA \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(For Postgraduate Students)**

Degree\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Faculty \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Major/Section \_\_\_\_\_\_\_\_\_\_\_

Year of passing \_\_\_\_\_\_\_\_\_\_\_\_ Marks obtained \_\_\_\_\_\_\_\_\_\_\_\_ CGPA \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I solemnly declare that the facts mentioned in the application are correct**

Signature of the Applicant

**IF THE CERTIFICATE/DEGREE IS TO BE DESPATCHED,**

**ADDRESS MUST BE GIVEN HERE**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Signature of the Applicant

**Note:-**

**Original CNIC must be shown at the time of receiving Certificate/Degree**

P.T.O

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**I N S T R U C T I O N S**

1. Application for certificate should be accompanied by the following documents:-

a) Certificate ‘A’ signed by Dean of the Faculty/Director of Institute/Principal College concerned.

b) Clearance certificate from the Hostel Warden, Head, Department of Library, Senior Tutor, & Fee Clerk.

c) Clearance certificate from Director Graduate Studies for Migration Certificate and Employment Services

for Provisional Certificate only.

d) Attested copy of CNIC.

2. In case the candidate is employed in Government or Semi-Government Institution, certificate ‘B’ must be

signed by the Head of Institution.

3. In the case of a candidate who seeks admission to a degree more than two years after the sanction of the degree

( i ) if he is not employed in any Government or Semi-Government Institutions, a certificate of good character

signed by the Dean of the Faculty; (ii) Pakistani students studying aboard, an attestation from his Supervisor be

required. Provided that in a proper case, the Vice Chancellor may waive the requirements of such certificates.

**C E R T I F I C A T E ‘A’**

[To be signed by the Dean of Faculty/Director of Institute/Principal, College concerned]

1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby certify on the basis of my personal knowledge and on the evidence

produced before me that Mr./Miss/Mrs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Son/Daughter of

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is the same person whose particulars given in this application form is the

Same person who passed the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Major \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Examinations in\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ (year) from Muhammad Nawaz Shareef University of Agriculture, Multan/ College concerned. His/her particulars filled in by the application are correct and his/her signature is attested.

Dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Seal of the Office \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Clearance by the Fee Assistant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Clearance Certificate by the Head, Department of Library \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Clearance Certificate by Senior Tutor, (for Provisional Certificate only) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Clearance Certificate by the Director Graduate Studies (for Migration Certificate only) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Clearance from Employment Services, District Office Labour, Multan (for Provisional Certificate) only)

**CERTIFICATE ‘B’**

1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby certify on the basis of my personal knowledge and on

the evidence produced before me that Mr./Miss/Mrs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Son/Daughter of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is the same person whose particulars given in

this application form and his/her signature are attested.

Dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Seal of the Office \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Approved fee**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No.** | **Items** | **Amount****(Rs.)** | **Remarks** |
| 1 | Degree in Absentia/ Non-Convocation before time  | 2500/- |  |
| 2 | Detail marks/ Transcript for two semester | 400/- |  |
| 3 | Duplicate Copy of Registration Card | 400/- |  |
| 4 | Migration Certificate/ NOC | 2500/- |  |
| 5 | Provisional / Character Certificate | 300/- |  |