

E-43 (v)
To

The Controller of Examinations,
University of Agriculture, Faisalabad

Subject:- **REQUEST FOR THE ISSUANCE OF DUPLICATE/REVISED DEGREE/
MIGRATION CERTIFICATE/DIPLOMA**

It is informed that my original degree/diploma/certificate has been lost/ damaged. I have deposited Rs.5000/- in the University Account, NBP, University Branch, Faisalabad vide bank challan No. _____ dated _____. All the required documents are enclosed with this application. It is requested that duplicate degree may kindly be issued. My particulars are given below:-

Name: _____ Regd. No. _____
Degree: _____ Year of Passing _____
Address _____ CNIC No. _____
Phone/Cell/Whatsapp # _____

CERTIFICATE

I _____ hereby certify from my personal knowledge that
Mr/Miss/Ms _____ Son/Daughter of _____
Regd. No. _____ who passed _____ examination
from the University of Agriculture, Faisalabad is well known to me and is a resident of _____
_____ At present he/she is
employed in the Deptt/studying in semester _____. He/She has signed in my presence
and his/her signature is attested.

Signature of the Applicant

Signature of the Dean of Faculty/
Head of the Institute/Deptt. with
office stamp.

☞ If the certificate/degree is to be dispatched, address must be given here

FOR OFFICE USE ONLY

Register No./Year _____ Page _____ Sr. No. _____

Duplicate Degree No. _____ of _____ 20 _____. The identity of the Candidate has
been checked and duplicate degree delivered/dispatched through insured registered vide this office No.
CE/ _____ date of issue _____

Degree Assistant

Deputy Registrar (Exams.)

INSTRUCTIONS

The following documents are required for the preparation of duplicate degree/migration certificate/diploma

- 1. Affidavit on judicial paper worth Rs.50/- given reason for issuance of duplicate degree/diploma/certificate (Attested by Class-I Magistrate)
- 2. Two copies of passport size photographs.
- 3. A photocopy of CNIC of the applicant.
- 4. A copy of press cutting of a National Newspaper notifying loss of degree/diploma/certificate.
- 5. A fee of (Rs.7500/- normal) and (Rs.12500/- urgent) for each copy of duplicate degree/diploma/certificate separately deposited in the University Account, National Bank of Pakistan, University of Agriculture Branch, Faisalabad or a bank draft of the same amount in the name of Treasurer, UAF.
- 6. In case of lost/theft of the degree/diploma/certificate, a copy of FIR from the respective Police Station.
- 7. The damaged/torn out degree/diploma/certificate if applicable).

Note:- **ORIGINAL CNIC/PASSPORT/DRIVING LICENSE MUST BE SHOWN AT THE TIME OF RECEIVING DEGREE/ MIGRATION CERTIFICATE/DIPLOMA**

Dispatch (local shipment charges)	400/-
Dispatch (foreign shipment charges)	20000/-