# Revised Transcript/Degree Issuance Request Form

**To be filled by the Graduate:-**

<table>
<thead>
<tr>
<th>Registration No.:</th>
<th>Department:</th>
<th>Passing Out Session:</th>
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<tr>
<th>Name:</th>
<th>Father’s Name:</th>
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**Reason for apply (Please tick with √):**

- [ ] Revision in Graduate’s Name
- [ ] Revision in Father’s Name

**Remarks:**

_______________________________________________________________________________________

________________________________________________________________________________________________

**Documents to be attached:-**

1. Original **paid challan receipt** (Rs. 2,500/- for Revised Transcript and Rs. 10,000/- for Revised Degree).
2. Original Transcript / Degree.
3. If you have tick Damaged option then also attached the damaged documents.
4. Copies of all previous educational certificates, documents, degrees after getting revised from concerned BISE or University.
5. Copy of the CNIC of the applicant.
6. 1 color recent passport size photograph

*Note: Please make sure to remove all stamps/tickets/sticker pasted/affixed on the original document if any, before returning it to the Institute. I certify that all the stamps/tickets/sticker has been removed from original documents by me and the institute will not be responsible if it is lost or misused and also declare that this information submitted by me is true to the best of my knowledge and I agree with the rules/ regulations of CIIT.*

<table>
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<tr>
<th>Date:</th>
<th>Graduate Cell #:</th>
<th>Graduate Signature:</th>
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**For Examinations Office Only**

<table>
<thead>
<tr>
<th>Diary In No:</th>
<th>Is documentation</th>
<th>Complete</th>
<th>Incomplete</th>
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**Remarks:**

_______________________________________________________________________________________

**Received by (Name & Signature):** ________________________________ Date: ______________

**Marked to:** ________________________________ Date: ______________

**Have Registration office incorporated the revisions:**

- [ ] Yes or [ ] No

**Covering letter for PS has been prepared:**

- [ ] Yes or [ ] No

**Revised Transcript has been prepared/verified:**

- [ ] Yes or [ ] No

**Name & Signature:** ________________________________ Date: ______________