



SUKKUR IBA UNIVERSITY

APPLICATION FORM FOR ISSUANCE OF DEGREE CERTIFICATE

The Vice Chancellor
Sukkur IBA University

Sir,

I hereby certify that I have completed all the requirements/pre-requisites of my degree certificate of _____ program and applying for the issuance of degree certificate. My particulars are as under (please fill the form in block letters:

PERSONAL INFORMATION

Name: _____

Father's Name: _____

CNIC No: _____ Contact No. _____

Email Address: _____ Tel. _____

Mailing Address: _____

ACADEMIC INFORMATION

Program: _____ Specialization: _____

Cumulative CGPA: _____ Year/Semester of Completion: _____

Date of Compre Exam Passed: _____ CMS ID: _____

I have also attached the following supporting documents:

- ✓ Photocopy of Transcript (Attested).
- ✓ Photocopy of CNIC.
- ✓ Photocopy of Matriculation Pacca Certificate issued from BISE.
- ✓ Photocopy of Student ID Card.
- ✓ Paid Challan/Demand Draft/Pay Order of **Rs.10,000/-** in favor of Sukkur IBA University.
- ✓ Original No Dues Certificate signed by all the Departments.

I certify that the information I provided above is correct.

Date on which degree applied: _____

Signature of Candidate
(As signed on CNIC)

CERTIFICATE FROM VICE CHANCELLOR OF THE UNIVERSITY

I hereby certify that the above applicant passed the above mentioned examination from this Institution and Qualified for the degree applied for.

Controller of Examinations

Vice Chancellor
Sukkur IBA University

Note: Applicant must read and fulfill the following requirement before submitting the form at office of the controller of examinations; otherwise his/her form will be rejected.

1. The name of program must be clear like DAE/BBA/MBA/BS/BE/B.Ed/MS or PhD followed by (program duration in years) i.e. [MBA (2.5 Years), MBA(4 Years), etc.]
2. Neat and clear name of the candidate in capital letters as written in the Pacca Certificate of Matriculation issued by the Board of Intermediate and Secondary Education or any other Board/Institute/University.

3. We are offering a program with the following specializations:

BBA/MBA/MS/PhD

- ✓ Finance
- ✓ Marketing
- ✓ Human Resource Management
- ✓ Entrepreneurship
- ✓ Agri Business

BS/MS/PhD

- ✓ Computer Science
- ✓ Software Engineering
- ✓ Computer Systems
- ✓ Computer Communication and Networks
- ✓ Accounting and Finance
- ✓ Mathematics

BE/ME

- ✓ Telecommunication Engineering
- ✓ Electrical Engineering
- ✓ Renewable Energy (Power)

BEd/M.Phil in Education

- ✓ Elementary
- ✓ Secondary

4. Your signature must match with the signature of your CNIC.
5. Degree fees are **Rs.10,000/-** (*Rupees Ten Thousand Only*) in the form of Challan, Demand Draft or Pay Order in favor of “Sukkur IBA University”.
6. The minimum time period for issuance of a degree certificate is one month. For a collection of degree certificates, the student must collect him/herself by hand degree certificate from the Controller of Examinations. In case he/she cannot collect, he/she must send an affidavit of Rs.50/- issued in favor of the candidate by authorizing any other person through courier service to the examinations department of Sukkur IBA university and attach CNICs of both (self and nominated person). This will be entertained in unavoidable circumstances.
7. The procedure for issuance of a Duplicate Degree Certificate is different and may be accepted very rare cases after getting approval from the competent authority of the university. In this regard, students must publish a notice in at least two different national newspapers regarding the misplacement/damage of his/her degree and submit the original newspapers along with the application for issuance of degree certificates. Also, submit an affidavit of Rs.100/- for re-issuance of degree (template is available as examinations department) and additional fees of **Rs.5,000/-** may be paid. In addition to the above conditions in case of theft copy NC is also required.