

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 \_\_\_\_\_

**Deputy Registrar (Exams.)**

Degree Assistant

## **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.5000/- 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**