



Govt. College Women University, Sialkot

Office of Controller of Examinations

Request Form for Transcript

(Tick appropriate where applicable)

For Office use only

Application No: _____

Date: _____

☐ Final Transcript ☐ Revised/Duplicate Transcript

☐ Provisional Transcript (DMC)

Paste
Picture

Program Information	Department: _____ Degree Program: _____ Semester: _____ Registration No: _____ Roll No: _____ CGPA: _____
Personal Information	Candidate Name: _____ Father's Name: _____ CNIC No. _____ Contact No. _____ Address: _____ _____
Fee Information	Fee Amount: _____ Punjab Bank Branch: _____ Deposit Dated: _____

I hereby declare that all the particulars mentioned above are correct and that in case of any difficulty arising out of inaccuracy therein. I shall be responsible for the consequences. I have attached all required documents.

Date: _____

Signature of Candidate

Verified by:	For Office use only:
HOD sign & Stamp: _____	Remarks: _____
Date: _____	Signature: _____

P.T.O

INSTRUCTIONS (FOR CANDIDATE)

Application form should be filled in accordance with the following instructions

- 1) Candidates are required to attach the attested photocopies of all previous Degrees i.e Matriculation, Intermediate, Bachelor and Masters.*
- 2) The candidates are required to submit the complete clearance form duly signed and stamped by the concerned offices of Government College Women University Sialkot.*
- 3) If a candidate has C.N.I.C. having name of her husband then she should also provide photocopy of her father I.D. Card.*
- 4) In case of duplicate final transcript, candidates are required to attach one recent passport size photograph, Copy of CNIC, Prescribed fee/Paid Chelan form of Rs. 2,025/-, advertisement in newspaper and original FIR with application form.*
- 5) M.Phil transcript and notification will be issued after submission of receiving of hard bind copies of thesis through proper channel in relevant departments.*
- 6) Original/duplicate transcripts will be issued to the concerned student only.*

Note:

Only those forms will be accepted that are complete in all aspects. Incomplete forms shall not be entertained.