



KOHAT UNIVERSITY OF SCIENCE & TECHNOLOGY

Kohat 26000, Khyber Pakhtunkhwa, Pakistan Ph # 0922-5291501, 0922-52914656

EXAMINATIONS SECTION

Registration Form

10th Convocation, 2018

(فارم الٹ کر تمام ہدایات بغور پڑھ لیں۔ فارم مکمل پُر کیجیے۔ نامکمل فارم ہرگز جمع نہ کرائیں)

For Receiving Degree

One current
Passport size
photograph
attested on
backside to be
pasted here

Have you already collected your Degree?

Yes

No

University Registration No. : _____

Title of the Degree (with name of Discipline): _____

1. Name (in block letters as per SSC) _____
2. Father's Name (in block letters as per SSC) _____
3. CNIC No. _____ District of Domicile _____
4. Name of Examination _____ Roll No/Enrolment No _____
5. Department _____ Discipline _____ Session _____
6. Marks obtained/CGPA _____ Division/Distinction _____
7. Examination held in Year _____ Result declared on _____
8. Institution /Department attended _____
9. Postal address _____
10. Phone No _____ Cell No _____ Email _____

Accompanying Guest Name and Relation with You

Note: Student receiving his/ her degree is allowed to be accompanied by only ONE Guest.
CNIC Copy of the guest must be attached with this Registration form

S.No	Name	Relation	CNIC No.
1			

I have completed all the requirements laid for the 10th Convocation 2018 and have deposited Rs. _____
vide Bank Receipt/ Bank Draft No. _____ Dated _____ (original Receipt attached).
(Please see Instructions overleaf for amount of Registration Fee)

Attesting Officer:

Signature _____

Name _____

Office Seal/ Stamp _____

Signature of the Candidate _____

NOTE: Regular students are required to attest the Form from Head of the Institution/Department

For Office Use Only

Checked by the
Dealing Assistant

Verified by
Secrecy

Superintendent
(D,R&M)

Confirmed by
ACE (D,R&M)

Dy. Controller
of Examinations

Controller
of Examinations



Acknowledgment Slip for 10th CONVOCATION, 2018

Degree already collected? Yes No

Received the 10th Convocation Registration Form of Mr/Ms _____

S/ D of _____ Registration No. _____

Enrolment No. _____ Examination _____ Dated _____

Dealing Assistant

Original Degree Received by _____ Signature _____ Dated _____

INSTRUCTIONS FOR REGISTRATION IN 10th CONVOCATION, 2018

(Read the following instructions carefully before submitting this form)

1. Please fill in all the particulars in your own hand writing.
2. Incomplete Form will not be entertained and shall be returned or kept pending unless the deficiencies are fulfilled.
3. Attach attested photocopies of the following if degree already collected:
 - Computerized National Identity Card (CNIC)
 - Photocopy of Degree received
 - Original Bank Deposit Fee Slip
 - CNIC of the accompanying guest(s)
4. Attach attested photocopies of the following if degree not yet collected:
 - CNIC
 - Secondary School Certificate (Metric/ O-level)
 - Final Transcript
 - All terms DMCs, in case of B.Sc.(Hons)/BBA(Hons)/BBA-IT(Hons)/MCS/MIT/MBA etc.
 - Clearance Certificate
 - Degree (if applicable)
 - CNIC of the accompanying guest(s)
5. **Attach the Original Bank Draft/ Fee Deposit slip as per following registration fee schedule:**
 - **University/ On Campus student = Rs. 2,500/- (in case degree not yet collected)**
 - **University/ On Campus student = Rs. 2,000/- (in case degree already collected)**
 - **Private/ Affiliated College student = Rs. 2,000/- (for receiving Gold Medal only)**
6. Fee remitted by Money Order is not accepted.
7. In case, where the specialization is to be mentioned on the degree, a certificate to the effect is to be submitted from the concerned Department/ Institution/ College.
8. Please contact us on **0922-5291501/ 0922-52914656** if you have any query.



IMPORTANT NOTE:

- This Acknowledgement receipt must be produced at the time of receiving the degree.
- Original Computerized National Identity Card (CNIC) of the applicant must be produced at the time of receiving the degree.
- In case the recipient is other than applicant him/her-self, the recipient must produce the following documents:
 - Authority letter from the applicant.
 - Original CNIC of the applicant and attested photocopy of CNIC of the recipient.
- The candidate/ recipient failing to produce the above documents at the time of receiving the degree will not be entitled for the receipt of degree.