



For office use only

Application No : _____

Date of Delivery: _____

National University of Sciences & Technology, Islamabad
Request for Issuance of Certificate

Certificate Required:

Please tick (✓)

Migration Certificate/ NOC	English Proficiency Certificate	CGPA to Percentage Conversion Certificate	Any Other Certificate _____ (Please mention details)
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1. Name _____
2. Father's Name: _____
3. University Regn No _____
4. Student category _____
(NS/ NFS/ Officer/TC/ GC/ ASC/P C)
5. Contact No. _____
6. Email: _____
7. Program: _____
8. School / College: _____
9. Date of Award: _____
10. CGPA: _____
11. Name of the Organization/ University for which Certificate required _____
12. **Mode of Delivery:**

a. By hand:

Self / Authorized Person

Name: _____

CNIC No: _____

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(In case of authorized Person: attach authorized person CNIC copy with authority letter)

Tel/ Mobile No: _____

b. Through Courier /

Yes / No (If Yes, give postal/ email address below)

Address: _____

Tel/ Mobile No: _____

Email: _____

Date of Application: _____

Signature of Applicant: _____

✂ ----- ✂ ----- ✂

RECEIPT (For office Use only)

Received application for _____ Certificate from Mr/Ms. _____

Registration No.: _____ Institute/ School/ College / Organization: _____

on date: _____. Tentative date for collection is: _____.

Signature: _____

Name: _____

Designation: _____

13. **Following documents must be attached:**

- a. Bank Draft/Deposit Slip No. _____ Dated _____ of Rs. _____ - Attached
- b. NOC of respective Services HQs (For Officers/TCs/ GCs/ ASCs/ PCs only) - Attached
- c. Photocopies of Degree/ Transcript - Attached
- d. Photocopy of CNIC - Attached

14. **Instructions:**

- a. Officers/TCs/GCs/ASCs/PCs are required to obtain NOC from respective Services HQs (GHQ (MS Branch)/ NHQ/ AHQ) and attach photocopy of the same.
- b. In case of currently studying students, application should be processed through concerned School/ College.
- c. Certificate will be issued as per NUST policy.

Certificate Fee

15. The **Certificate fee can be paid in Pak Rupees** through Cash Deposit/ Online transfer in **NUST-SGI A/C No. 22927000267401** Habib Bank Limited, H-12 Sector Branch, Islamabad or through Bank Draft/ Pay Order in favor of **“NUST Islamabad”**:

S.No	Category	Charges per Certificate
a.	Certificate preparation	Rs. 500/-
b.	Local courier charges (for one postal address)	Rs. 500/-
c.	Foreign courier charges (for one postal address) - CNIC copy also required	Rs. 3500/-

16. **For Payment in Dollars:** Organizations/ Students outside Pakistan can remit the requisite amount in NUST Dollar account having following details:

Account Title: NUST US Dollars **Account Number:** 2292-70006729-10
Currency of Account: US Dollar **IBAN Number:** PK15 HABB 0022 9270 00672910
Branch Code: 2292 **BIC/ SWIFT ID/Code:** HABBPCCA
Purpose of Payment: Transcript Fee **Bank Name & Address:** Habib Bank Limited, NUST University
Branch, Sector: H-12, Islamabad, Pakistan.

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17. **For query/ online submission of application form/ update / query contact concerned office on:-**

Under Graduate CGPA to Percentage/ Class ranking

Phone/ 051-90851058 : ace_ug@nust.edu.pk
Email: 051-90851056 : addldce@nust.edu.pk

MS/ PhD CGPA to Percentage

051-90851057 : ace_pg@nust.edu.pk
051-90851055 : dde@nust.edu.pk
051-90851059 : sa-exam@nust.edu.pk

Under Graduate English proficiency/ NOC/ Migration

Phone/ 051-90851051 : adregnug@nust.edu.pk
Email: 051-90851053 : admed@nust.edu.pk
051-90851063 : admissions@nust.edu.pk

MS/ PhD English proficiency/ NOC/ Migration

051-90851043 (MS) : adms@nust.edu.pk
051-90851064 (MS) : msdeg_verification@nust.edu.pk
051-90851075 (PhD) : adphd@nust.edu.pk