



MOHI-UD-DIN ISLAMIC UNIVERSITY

NERIAN SHARIF, AJ&K

Examinations Department

Application form for Issuance of Transcript /Degree

Paste
Passport Size
Photograph

Name of Applicant _____ Father's Name _____

Roll No. _____ Registration No. _____ Program _____ Session _____

Last examination held on _____ Presentation/Defense held on _____

Title of Project/Thesis/Dissertation _____

Project fee remitted vide Bank Challan No. _____ Date _____ Amount _____

Transcript and Degree fee remitted vide Bank Challan No. _____ Date _____ Amount _____

Postal Address for dispatch of Transcript & Degree (Other than Institution/Deptt.)

Tel./Mob. No. _____ E-Mail _____

Mode of Delivery i. By hand ii. By Courier iii. By Registered Post

Institute Name _____

Date: _____ Signature of Applicant
CNIC No. _____

COURSE COMPLETION CERTIFICATE

Certified that the student has completed all the required courses and credit hours for award of degree as per approved scheme of studies

HOD Signature (with Stamp)

Note: According to prevailing regulation, Hifz of last 15 surah of the Holy Quran in mandatory therefore certificate issued by the department of Islamic studies, to this effect must be attached with the application.

FEE CLEARANCE

All dues have been paid by the above given student.

Account Office Stamp/Sign _____ Signature of Director/Principal _____
(With Stamp)

ALUMNI DETAIL

Note: Fill Alumni Detail from MIU website and attached with this form. Attached

FOR EXAMINATION DEPARTMENT USE ONLY

1. Transcript No. _____ Date of Issue of Transcript _____ Mode of Issue _____

2. Degree No. _____ Date of issue of Degree _____ Mode of Issue _____

Postal Address: This will be affixed on the envelope to be dispatched so it must be filled in Capital letters by the student him/herself very carefully.

Name _____	Name _____
Father Name _____	Father Name _____
Address _____	Address _____
_____	_____
_____	_____
Cell # _____	Cell # _____

P.T.O

Instructions Requirement for Issuance of Transcript and Diploma/Degree

1. The prescribed fee for issuance of Transcript /Degree in normal case is Rs. 10,000 and for urgent is Rs. 15,000
2. Verification of documents Transcript/Degree Rs.1000/- per document.
3. Duplicate Degree and Transcript fee in normal case is Rs. 10,000 and for urgent Rs. 15,000
4. All the fee should be paid in the shape of Bank Challan drawn in favor of **Mohi-ud-Din Islamic University, Islamabad. Online Bank Challan may be generated through university website (www.miu.edu.pk) and can be deposited at any Askari Commercial Bank Branch.**

Required Documents:

5. Photocopies of the following documents attested by any Gazetted Officer.

SSC / Matric Certificate	CNIC
Result Cards of MIU (Attestation not required)	Last Degree Obtained (Before MIU Admission)
Clearance certificate by all concerned Departments duly countersigned by the HOD. (Specimen Attached)	
Attach a passport-size photograph using glue instead of staples. This picture will appear on the transcript.	

6. **(Submission of Alumni detail through MIU Alumni portal is mandatory for issuance of Transcript/Degree. (MIU Alumni Portal is available at MIU website: (www.miu.edu.pk))**
7. Transcript/Degree are normally issued within Thirty (30) working days while in urgent cases, being issued within Fifteen (15) days. **Incomplete application will not be entertained.**

Examination Office: Mohi ud Din Islamic University, Camp Office, Union Council Road, Post Office Sihala, Islamabad Tel No: 051-4485831 (Ext: 112)



MOHI-UD-DIN ISLAMIC UNIVERSITY
Nerian Sharif (AJ&K)

STUDENT CLEARANCE SLIP

Name _____ Father Name _____

Class _____ Roll No. _____ Reg. No. _____

Has cleared his/her dues. Nothing is outstanding against him/her

Department

Signature & Stamp

1. QEC _____
2. Librarian _____
3. Hostel Warden _____
4. Mess Incharge _____
5. Manager Cafeteria _____
6. Book Shop _____
7. General Store _____
8. Fruit Shop _____
9. Barber _____
10. Dhobi _____
11. Accounts Office _____

Student Signature

Director Campus