



# Abdul Wali Khan University Mardan

Phone: +92-937-9230838

Email: controller@awkum.edu.pk | URL: www.awkum.edu.pk

## APPLICATION FORM FOR OBTAINING DEGREE IN ABSENTIA/CONVOCATION

Controller of Examinations,  
Abdul Wali Khan University Mardan.

Sir,

I have the honor to apply for my original degree in ABSENTIA/CONVOCATION.  
My particular are as under.

Two Photographs  
One Photograph  
front side attested  
And  
One back side  
attested

- i. Name: \_\_\_\_\_
- ii. Father's Name: \_\_\_\_\_
- iii. Computerized National Identity Card No. 

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- iv. Registration No, Abdul Wali Khan University Mardan \_\_\_\_\_
- v. Name of Exam: Passed \_\_\_\_\_ (regular / private) Roll No. \_\_\_\_\_ Year \_\_\_\_\_  
(Annual / Supplementary / Fall / Spring) Session \_\_\_\_\_
- vi. Institution / Department / College \_\_\_\_\_
- vii. Complete Address: \_\_\_\_\_  
\_\_\_\_\_ Contact No. \_\_\_\_\_

### CERTIFICATE

Signature of Candidate

- i. I certify that the applicant is the same person whose particulars are above, His / Her Photographs have been attested by me.
- ii. He / She has completed all the formalities as laid down in the instructions for original degree in Absentia / Convocation.
- iii. I certify that the applicant has submitted Rs. \_\_\_\_\_/- in Mardan all UBL banks vide receipt No. \_\_\_\_\_ Date \_\_\_\_\_

Director / Chairman / Principal  
Gazetted Officer

### FOR OFFICE USE ONLY

Signature & Seal

The particulars stated above have been checked and found correct. Degree may kindly be signed.

Superintendent

ACE / DCE

Controller of Examinations

Registrar

Vice Chancellor

For Degree

☐

### ACKNOWLEDGEMENT

Normal ☐  
Urgent ☐  
Most Urgent ☐  
Immediate ☐

Name \_\_\_\_\_ F.Name \_\_\_\_\_ Registration No. \_\_\_\_\_

Discipline \_\_\_\_\_ Received on \_\_\_\_\_ Issuance Date \_\_\_\_\_

**Note:** 1. The degree concerned will not be issued without this slip  
2. Degree can be collected by the concerned or blood relative  
3. Bring original CNIC at the time of receiving.

Dealing Assistant

## DEGREE REQUIREMENTS FOR REGULAR DEPARTMENT STUDENTS OF AWKUM

- |    |                          |  |
|----|--------------------------|--|
| 1. | Two pictures             | Attested by Chairman of concerned Department |
| 2. | Degree Form              | Attested by Chairman of concerned Department |
| 3. | CNIC.                    | Attested Copy by Director Admissions         |
| 4. | Clearance Certificate    | Attested Copy by Director Admissions         |
| 5. | Transcript               | Attested Copy                                |
| 6. | SSC Certificate          | Attested Copy                                |
| 7. | Intermediate Certificate | Attested Copy                                |

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## DEGREE REQUIREMENTS FOR STUDENTS OF AFFILIATED COLLEGES (PRIVATE COLLEGES / GOVT. COLLEGES)

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|----|---------------------------------|---|
| 1. | Two Pictures                    | Attested by Chairman / Principal of concerned College |
| 2. | Degree Form                     | Attested by Chairman / Principal of concerned College |
| 3. | CNIC.                           | Attested Copy   |
| 4. | Transcript or DMC's (P-1 & P-2) | Attested Copy   |
| 5. | College Provisional Certificate | Copy attested for only Govt. College Students         |
| 6. | SSC Certificate                 | Attested Copy   |
| 7. | Intermediate Certificate        | Attested Copy   |

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## DEGREE REQUIREMENTS FOR PRIVATE STUDENTS

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|----|---------------------------------|---------------|
| 1. | Two pictures                    | Attested      |
| 2. | Degree Form                     | Attested      |
| 3. | CNIC.                           | Attested Copy |
| 4. | Transcript or DMC's (P-1 & P-2) | Attested Copy |
| 5. | SSC Certificate                 | Attested Copy |
| 6. | Intermediate Certificate        | Attested Copy |

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## DEGREE REQUIREMENTS FOR M.PHIL & PH.D STUDENTS OF AWKUM

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|-----|--------------------------|---|
| 1.  | Two pictures             | Attested by Chairman of concerned Department      |
| 2.  | Degree Form              | Attested by Chairman of concerned Department      |
| 3.  | CNIC.                    | Attested Copy by Chairman of concerned Department |
| 4.  | Clearance Certificate    | Attested Copy by Director Admissions              |
| 5.  | Transcript               | Attested Copy by Chairman of concerned Department |
| 6.  | GAT/NTS                  | Attested Copy by Chairman of concerned Department |
| 7.  | Notification             | Attested Copy by Chairman of concerned Department |
| 8.  | SSC Certificate          | Attested Copy by Chairman of concerned Department |
| 9.  | Intermediate Certificate | Attested Copy by Chairman of concerned Department |
| 10. | Thesis Hard Copy         | Attested Copy by Chairman of concerned Department |

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### Fee Structure for Degree:

NORMAL DEGREE FEE FOR ALL DISCIPLINE (30 WORKING DAYS)	= RS. 4500/-
URGENT DEGREE FEE FOR ALL DISCIPLINE (15 WORKING DAYS)	= RS. 8000/-
MOST URGENT DEGREE FEE FOR ALL DISCIPLINE (5 WORKING DAYS)	= RS. 10000/-
IMMEDIATE DEGREE FEE FOR ALL DISCIPLINE (NEXT WORKING DAY)	= RS. 15000/-
DUPLICATE DEGREE FEE FOR ALL DISCIPLINE (30 WORKING DAYS)	= RS. 7500/-

**Note:** For individuals who are unable to submit the application in person. Make the needed payment online, attach the payment slip to the documents and TCS it to the Office of the Controller of Examinations.