

## Degree Verification

### Procedure for Verification of Academic Documents (Original/ Courier)

Documents for verification and requests for NOC/Migration certificate are to be forwarded to the Controller of Examinations, Bahria University, E-8 Shangrilla Road Islamabad, along with bank payment receipt (original) / online payment confirmation proof / DD / Pay Order for the prescribed amount in favor of Bahria University, Islamabad. Verification of academic documents received from government organizations shall be on “gratis basis”.

### Prescribed fee

	Local	Overseas
Degree/Transcript Verification per Document	Rs. 1000/-	US \$ 100/-
Issuance of NOC/Migration Certificate	Rs. 200/-	US \$ 10/-

### Modes of payment

#### For Students In Pakistan

Cash Payment (Preferable Mode)

Cash payment is to be made at any branch of Alfalah Bank. Account details are given below:

**Account Title:** Bahria University (Operational A/c)

**Bank Name:** Bank Alfalah Limited, Shop No. 4-6, Kalim Plaza, F-8 Markaz, Islamabad, Pakistan

**Account No:** 5000706278 **Branch Code:** 5627

**IBAN:** PK69ALFH5627005000706278

**SWIFT:** ALFHPKKA

#### DDs / POs

Though Cash payment is preferable, however, if DDs / POs are made then please comply the following instructions otherwise the instrument will not be acceptable.

1. Title must be ‘Bahria University Islamabad’.
2. Issuance date of DDs/POs must be current. (DDs/POs expired within six months)
3. Amount in number /words must be same.
4. Sign of two authorized bank officers.
5. Clearing branch name

6. No cutting / over writing on the DDs/POs. In that case signs of two bank officers must be on the cutting/over writing.

### **For Overseas Students**

Online banking through following (US Dollar only):

**Silk Bank, Razia Sharif Plaza, Blue Area Islamabad**

**Account No:** 2000957553

**Branch Code:** 0002

**Note:** Receipts of payment (through any mode) must be enclosed with the Application form, please.

### **For US Dollars only**

Pay to Mashreq Bank PSC, New York Branch, 255 Fifth Avenue, New York, NY 10016 USA (Swift Code – MSHQUS33) for credit to silk Bank Limited Karachi office (Swift Code – SAUDPCCA) Account No 70002809 with them having below mentioned beneficiary detail:

**Beneficiary Name:** Bahria University

**Account No:** 2000957553

**IBAN Number:** PK88SAUD0000022000957553

**Beneficiary Bank:** Silk Bank Limited, Main Branch, Blue Area, Razia Sharif Plaza, Islamabad

### **Authentication of Academic Certificates by Email**

For authentication of academic certificates i.e. Degrees and Transcripts issued by Bahria University, scanned copies of such documents are to be forwarded to Deputy Controller of Examinations (Records & Coordination) on email: [dcerc@bahria.edu.pk](mailto:dcerc@bahria.edu.pk).

A scanned copy of the consent form, duly signed by the alumni/ graduate, shall be required for authorized disclosure of verification of the academic certificate to the screening agency. The authentication by email is done free of cost and takes approximately 72 hours (excluding holidays).