

INSTRUCTION:

DUPLICATE DOCUMENTS DEGREE/TRANSCRIPT

Following documents are required for provision of duplicate education documents issued by Bahria University.

1. Self-explanatory application
2. Copy CNIC applicant (student)
3. Copy of FIR (Original)
4. Affidavit by the applicant duly attested by notary public showing information of missing documents of the applicant. (Original)
5. Attested copies of Transcript (if available)
6. Attested copy of degree (if available)
7. Deposited slip (processing Fee for degree @ Rs.5000/-and transcript Rs.200/-
8. News Paper showing 'Ad 'showing information of missing documents of the applicant. (Original)

PROCESSING FEE

FEE FOR DUPLICATE DEGREE @ RS.5000/- AND DUPLICATE TRANSCRIPT @ RS. 200/- PER COPY

MODES OF PAYMENT:

Account Title: Bahria University

Bank Name : Bank Alfalah Limited, F-8 Markaz
Islamabad, Pakistan

Account No : 5000706278

Branch Code: 5627

IBAN Number: PK69ALFH5627005000706278

Applicants may also be intimated that after the issuance of duplicate degree, their original degree will be cancelled. In case of verification query received, contents of the former degree shall not be verified.

The University shall issue one original Final Transcript upon completion of degree program. An alumnus/ alumna may request additional/ duplicate copies (marked as duplicate) on payment of prescribed fee. In order to process the request of Duplicate Final Transcript, applicant is to apply through respective Student Support Center (SSC) of the Constituent Unit (CU). Duplicate Final Transcript will depict the watermark "Duplicate" across the transcript. The Duplicate Final Transcript will be issued with the signature of the Controller of Examinations. Students shall collect the same from SSC of the CU.

Note: Application along with requisite documents need to be submit in Student Support Centre for further process.