



# KOHAT UNIVERSITY OF SCIENCE & TECHNOLOGY

Kohat 26000, Khyber Pakhtunkhwa, Pakistan Ph # 0922-5291501, 0922-52914656

## EXAMINATIONS SECTION

### Registration Form 12<sup>th</sup> Convocation, 2022

For Receiving Degree

One current  
Passport size  
photograph  
attested on  
backside to  
be pasted

(فارم الٹ کر تمام ہدایات بغور پڑھ لیں۔ فارم مکمل پر کیجیے۔ نامکمل فارم ہر گز جمع نہ کرائیں)

Have you already collected your Degree?

Yes

No

University Registration No. : \_\_\_\_\_

Title of the Degree (with name of Discipline): \_\_\_\_\_

- Name (in BLOCK letters as per SSC) \_\_\_\_\_
- Father's Name (in BLOCK letters as per SSC) \_\_\_\_\_
- CNIC No. \_\_\_\_\_ District of Domicile \_\_\_\_\_
- Name of Examination \_\_\_\_\_ Roll No/Enrolment No \_\_\_\_\_
- Department \_\_\_\_\_ Discipline \_\_\_\_\_ Session \_\_\_\_\_
- Marks obtained/CGPA \_\_\_\_\_ Division/Distinction \_\_\_\_\_
- Examination held in Year \_\_\_\_\_ Result declared on \_\_\_\_\_
- Institution /Department attended \_\_\_\_\_
- Postal address \_\_\_\_\_
- Phone No \_\_\_\_\_ Cell No \_\_\_\_\_ Email \_\_\_\_\_

#### Accompanying Guest Name and Relation with You

Note: Student receiving his/ her degree is allowed to be accompanied by only ONE Guest.

CNIC Copy of the guest must be attached with this Registration form

S.No	Name	Relation	CNIC No.
1			

I have completed all the requirements laid for the 12<sup>th</sup> Convocation 2022 and have deposited Rs. \_\_\_\_\_ vide Bank Receipt/ Bank Draft No. \_\_\_\_\_ Dated \_\_\_\_\_ (original Receipt attached).

(Please see Instructions overleaf for amount of Registration Fee)

#### Attesting Officer:

Signature \_\_\_\_\_

Name \_\_\_\_\_

Office Seal/ Stamp \_\_\_\_\_

Signature of the Candidate \_\_\_\_\_

NOTE: Regular students are required to attest the Form from Head of the Institution/Department

#### For Office Use Only

Checked by the  
Dealing Assistant

Verified by  
(Secy/ Sem)

Superintendent  
(DRM)

ACE

DCE

Controller  
of Examinations



#### Acknowledgment Slip for 12<sup>th</sup> CONVOCATION, 2022

Degree already collected?

Yes

No

Received the 12<sup>th</sup> Convocation Registration Form of Mr/Ms \_\_\_\_\_

S/D of \_\_\_\_\_ Registration No. \_\_\_\_\_

Enrolment No. \_\_\_\_\_ Examination \_\_\_\_\_ Dated \_\_\_\_\_

Dealing Assistant

Original Degree Received by \_\_\_\_\_ Signature \_\_\_\_\_ Dated \_\_\_\_\_

Please contact us on 0922-52914656/0311-9139007 if you have any query.

**INSTRUCTIONS FOR REGISTRATION IN 12<sup>th</sup> CONVOCATION, 2022**

(Read the following instructions carefully before submitting this form)

1. Please fill in all the particulars in your own hand writing.
2. Incomplete Form will not be entertained and shall be returned or kept pending unless the deficiencies are fulfilled.
3. Attach attested photocopies of the following if degree already collected:
  - One Passport size photograph
  - Computerized National Identity Card (CNIC) self
  - Photocopy of Degree ( if already received)
  - Original Bank Deposit Fee Slip
  - CNIC of the accompanying guest(s)
4. Attach attested photocopies of the following if degree not yet collected:
  - One Passport size photograph
  - Computerized National Identity Card (CNIC) self
  - Secondary School Certificate (Metric/ O-level)
  - Final Transcript
  - DMCs, in case of B.A / M.A
  - Original Bank Deposit Fee Slip
  - Clearance Certificate in original duly signed by all concerned (Photo copy is not acceptable)
  - CNIC of the accompanying guest(s)
5. **Attach the Original Bank Draft/ Fee Deposit slip as per following registration fee schedule:**
  - i. University/ On Campus student = Rs. 4500 (in case degree not yet collected)**
  - ii. University/ On Campus student = Rs. 3000 (in case degree already collected or degree not yet collected but fee Rs. 1500/- already paid in semester fee)**
  - iii. Private/ Affiliated College student = Rs. 3000 (for receiving Gold Medal only)**
6. Fee remitted by Money Order is not accepted.
7. In case, where the specialization is to be mentioned on the degree, a certificate to the effect is to be submitted from the concerned Department/ Institution/ College.
8. For further information contact the Examination section during office hours.

Phone #: **0311-9139007 / 0922-52914656**



**IMPORTANT NOTE:**

- This Acknowledgement receipt must be produced at the time of receiving the degree.
- Original Computerized National Identity Card (CNIC) of the applicant must be produced at the time of receiving the degree.
- In case the recipient is other than applicant him/her-self, the recipient must produce the following documents:
  - Authority letter from the applicant.
  - Original CNIC of the applicant and attested photocopy of CNIC of the recipient.
- The candidate/ recipient failing to produce the above documents at the time of receiving the degree will not be entitled for the receipt of degree.