



**COMSATS University Islamabad**  
**Lahore Campus**  
*Incomplete Transcript Request Form*

**To be filled by the Student:-**

Registration No.: \_\_\_\_\_ Department: \_\_\_\_\_ Clearance Query #: \_\_\_\_\_

Name: \_\_\_\_\_ Father's Name: \_\_\_\_\_

Reason for apply (Please tick applicable with ✓):  DI Status  Rusticated  Admission CancelledRemarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_**Documents to be attached:-**

1. Original paid challan receipt (Rs. 2,500/- for Incomplete Transcript).
2. Copy of the CNIC of the applicant.

I declare that the information submitted by me is true to the best of my knowledge and I agree with the rules/regulations of CUI.

Date: \_\_\_\_\_ Student Cell #: \_\_\_\_\_ Student Signature: \_\_\_\_\_

**For Registration Office Only**Admission Cancellation Date: \_\_\_\_\_ Marked on Cu-Online  Yes or  No

Name &amp; Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Please attach a copy of admission cancellation letter

**For Examinations Office Only**Diary In No: \_\_\_\_\_ Documentation Status  Complete or  IncompleteRemarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Received by (Name &amp; Signature): \_\_\_\_\_ Date: \_\_\_\_\_

Forwarded to: \_\_\_\_\_ Date: \_\_\_\_\_

Incomplete Transcript has been prepared/verified:  Yes or  No

Issuance Serial NO. \_\_\_\_\_

Name &amp; Signature: \_\_\_\_\_ Date: \_\_\_\_\_