

COMSATS Institute of Information Technology

Lahore Campus

Issuance of Degree before Convocation Request Form

To be filled by the Applicant:-

Registration No.: _____ Department: _____ Degree Program: _____

Name: _____ Father's Name: _____

CNIC # _____ Tel/Mobile. # _____

Address: _____

Reason for Issue of Degree before convocation (✓ tick relevant reason):-

- | | |
|---|--|
| a. For Job <input type="checkbox"/> | Evidence Attached <input type="checkbox"/> |
| b. For Higher Studies <input type="checkbox"/> | Evidence Attached <input type="checkbox"/> |
| c. Any Other (Mention detail in remarks) <input type="checkbox"/> | Evidence Attached <input type="checkbox"/> |

Remarks: _____

Documents to be attached:-

1. Original paid challan receipt (Rs. 1,000/-).
2. Copy of the CNIC of the applicant.
3. Affidavit

I hereby forego claim to attend the Convocation Ceremony.

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

Date: _____

Applicant's Signature: _____

For Examinations Office Only

Diary In No: _____ Is documentation Complete or Incomplete

Remarks: _____

Received by(Name & Signature): _____ Date: _____

Marked to & Date: _____ Degree Serial No. _____

Degree Issued: Yes or No(Name & Signature): _____ Date: _____