COMSATS Institute of Information Technology
Lahore Campus
Document Verification Request Form

To be filled by the Applicant:-

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

Name: _____ **Father's Name:** _____

Document to be verified (Please tick with √ and write serial number of issued document as well):

❑ **Degree having serial. #** _____   ❑ **Final Transcript having serial. #** _____

❑ **Result Card having serial. #** _____   ❑ **Certificate having serial. #** _____

 Reason for Applying: _____

_____

Mode of Collection of Documents: ❑ **Self (applicant)   or   ❑ Authorized Person**

Name of Authorized person: _____ **CNIC. #** _____

Tel/Mobile. # _____ **Address:** _____

Documents to be attached:-

1. Original **paid challan receipt** (Rs. 1,300/- per document).
2. **You must attach 02 photocopies for each document which you intend to get verified.**
3. Copy of the CNIC of the applicant and the authorized person.
4. 1 color recent passport size photograph

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:** _____

Verification Done: ❑ **Yes   or   ❑ No**   **(Name & Signature):** _____ **Date:** _____