



KOHAT UNIVERSITY OF SCIENCE & TECHNOLOGY
Kohat 26000, Khyber Pakhtunkhwa, Pakistan. Ph # 0922-5291501, 0922-52914656
EXAMINATIONS SECTION

For Receiving Degree

For Office Use	
Date of Apply	
Form No.	

REGISTRATION FORM
13th Convocation (2023)

One current
Passport size
photograph
attested on
backside to be
pasted here

(فارم اُلٹ کر تمام ہدایات بغور پڑھ لیں۔ فارم مکمل پر کیجیے۔ نامکمل فارم ہرگز جمع نہ کرائیں)

Have you already collected the Degree? Yes No If YES, write S.No.

Title of the Degree (with name of Discipline): _____

Name of Department/Institute/Campus: _____

University Registration No. : _____ Enrolment No: _____

1. Name (in BLOCK letters as per SSC) _____
2. Father's Name (in BLOCK letters as per SSC) _____
3. CNIC No. _____ Contact No. _____
4. Examination held in Year _____ Session: _____ District/Domicile _____
5. Marks Obtained/CGPA _____ Result Declared on _____
6. Postal address: _____

**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 13th Convocation 2023 and have deposited Rs. _____
vide **HBL Online Bank** Receipt No. _____ Dated _____ (attach receipt in original).
(Please see Instructions overleaf for amount of Registration Fee)

Only to be signed/stamped by Head/Chairman of the Department/Institution:

Signature _____
Name _____
Office Seal/ Stamp _____

Signature of the Candidate

For Office Use Only

Checked by the Dealing Assistant _____ Verified by (Secy/Sem) _____ Superintendent (DRM) _____ ACE _____ DCE _____ Controller of Examinations _____



Acknowledgment Slip for 13th CONVOCATION (2023)

Degree already collected? Yes No

Received the 13th Convocation Registration Form of Mr/Ms _____

S/D of _____ Registration No. _____

Enrolment No. _____ Examination _____ Dated _____

Dealing Assistant

(Contact us on 0922-52914656 / 0311-9139007 during working hours for any query)

INSTRUCTIONS FOR REGISTRATION IN 13th CONVOCATION (2023)

(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 (Matriculation/ O-level)
 - Final Transcript
 - 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. 5500 (for degree not yet collected)**
 - ii. University/ On-Campus student = Rs. 4000 (for degree already collected or degree not yet collected but fee Rs. 1500/- already paid in semester fee)**
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.
9. Contact us on 0922-52914656 / 0311-9139007 during working hours for any query.



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.