



Shaheed Zulfikar Ali Bhutto

Institute of Science & Technology University Hyderabad Campus

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REVISED OR DUPLICATE TRANSCRIPT / DEGREE FORM

Name: _____

Registration No.: _____ Program: _____

Applying for the issuance of:

- ☐ Revised Final Transcript and Degree (Correction in Name / Father's Name Only)
- ☐ Duplicate Final Transcript and Pass Certificate
- ☐ Duplicate Degree (Normal)
- ☐ Duplicate Degree (Urgent)

Signature

Contact Number

Date

FOR OFFICE USE

Finance Office:

Payment received for:

- ☐ Revised Final Transcript and Degree: **Rs. 17,500/-**
- ☐ Duplicate Final Transcript and pass certificate: **Rs. 3,000/-** per copy No. of copies _____
- ☐ Duplicate Degree (Normal): **Rs. 16,000/-** per copy No. of copies _____
- ☐ Duplicate Degree (Urgent): **Rs. 17,000/-** per copy No. of copies _____

Total payment received Rs. _____

(Signature & Date)

Records Department:

Transcript #: _____ Serial #: _____

Date of Issuance: _____

Signature

Note:

- Photocopy of Original Transcript & Pass Certificate / Degree along with payment receipt must be attached with this form & submitted to the Records Department.
- Normal processing time is 1 month for Transcript and Pass Certificate and 1 month for Degree.
- Urgent Degree in 2 working weeks.
- In case of nominating someone else to collect the Duplicate Degree, Final Transcript & Pass Certificate, the student should email authority letter to the Records Department; the nominee in order to collect documents will have to submit a copy of the CNIC.
- For issuance of Revised Final Transcript and Degree, student has to return the Original Final Transcript, Pass Certificate and Degree issued by SZABIST.
- Photocopies of all previous educational documents (Matric /O'Level onwards) must be submitted and original documents to be presented at Records Department at the time of submission of Form.
- Revised Final Transcript and Degree will be issued only ONCE.