

## **PROCEDURE FOR ISSUANCE OF DUPLICATE TRANSCRIPT/DEGREE**

International Islamic University, Islamabad follows the below mentioned procedure for the issuance of Duplicate Transcript/degree:

### **If you are in Pakistan:**

1. Police Report.
2. Advertisement in Two Different National News Papers.
3. Duplicate Transcript/Degree Fee
4. Undertaking on stamp paper (stamp paper should be duly notarized) that if finds then original transcript/degree will be submitted to the university.
5. Application for issuance of duplicate transcript/degree.

Duplicate Transcript Fee @ Rs. 5000/- (Five thousand only).

Duplicate Degree Fee @ Rs. 10,000/- (Ten thousand only).

### **If you are abroad:**

1. Police Report duly attested by Home Office/Embassy/Consulate, Pakistan at respective country and endorsed by Foreign Office, Pakistan.
2. Duplicate Transcript/Degree Fee.
3. Undertaking on stamp paper (paper should be duly notarized) that if found then the original transcript/degree will be submitted to the university.
4. Application for issuance of duplicate transcript/degree.

Duplicate Transcript Fee @ Rs. 5000/- (Five thousand only).

Duplicate Degree Fee @ Rs. 10,000/- (Ten thousand only).

For fee challan, please contact Fee Section at 051-9019744 (Male) or 051-9019344 (Female).