



AL-KHAIR UNIVERSITY (AJK)

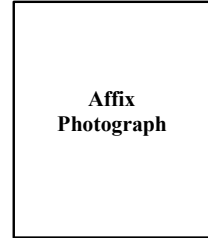
FORM FOR VERIFICATION OF DMC / DEGREE

Please read the instructions overleaf carefully. Fill in all the relevant information, provided in this form and attach all the required documents. Incomplete form will be rejected.

Please mark (✓) only one your requirement:

Detailed Marks Certificate (DMC)
 Degree
 Provisional Certificate (PC)

1. Program: _____
2. Registration No.: _____
3. Name of Candidate: _____
4. C.N.I.C. No: _____
5. Father's Name: _____
6. Father's CNIC No: _____
7. Marks Obtained : _____ Division/Grade/CGPA: _____
8. Date of Birth: _____
9. Mailing Address: _____



Thumb Impression



10. Permanent District: _____ 11. Cell: _____
12. Name of Institution: _____
13. Verification By Principal: _____

I hereby declare that all the particulars are correct and that in case of any difficulty arising out of inaccuracy therein, I shall be responsible for the consequences.

Signature of the Candidate: _____

14. Fee Information:

Verification fees deposited amounting to Rs: _____ Vide Receipt No. _____

Dated: _____ Cashier _____

15. Registration Branch:

Date of Admission is _____ Signature of Officer: _____

TO BE FILLED IN BY THE CANDIDATE

Name: _____ Father Name: _____

Reg. No. _____ Dated: _____

INSTRUCTIONS FOR VERIFICATION OF DMC / DEGREE / CERTIFICATES

1. Verification will be applied on new proforma specially developed for the purpose.
2. Attested copies of all educational documents from SSC to last Degree / DMCs / certificates and diplomas must be attached with proforma along with student's CNIC (CNIC of authorized person must also be attached) and Photograph. All these documents must be verified from the concerned Exam Board / authority before submitting to Al-Khair University for attestation. Verification forwarded by any Board shall be valid for a period of three months from the date of verification.
3. Verified copies of the Certificates / Diplomas / Degrees issued by the Boards/Universities will be retained by Al-Khair University for record and will not be returned to the applicant.
4. Provide back to back photo copy of each document(s) for office record.
5. Enclose original verification fee receipt with verification form.
6. Authorized person will be only the person in blood relation verifiable from CNIC.
7. Verification proforma must be attested/verified by the Principal of the concerned college.
8. Application & verification form will be available from 8:30 to 12:00 noon on all week days and can be downloaded from university's website www.alkhair.edu.pk.
9. Applications for attestation will be accepted upto 01:00 pm on all week days, except Friday. On Friday will be accepted upto 11:00 am.
10. Get delivery of attested certificate after three working days (only clear cases) from 8:30 am to 3:00 pm daily and on Friday from 8:30 am to 12:00 pm.
11. All DMCs attested by AKU before **31-03-2016** requires fresh verification on prescribed proforma.
12. Certificates may be collected within seven days from the date of deposit (for clear cases only), AKU shall have no responsibility in case of misplacement, if any, after the prescribed period.

IMPORTANT:

DMC / Degree / Certificates found bogus will be forfeited by the University and legal action will be taken against those who will submit bogus Degree / DMCs / certificates and diplomas.