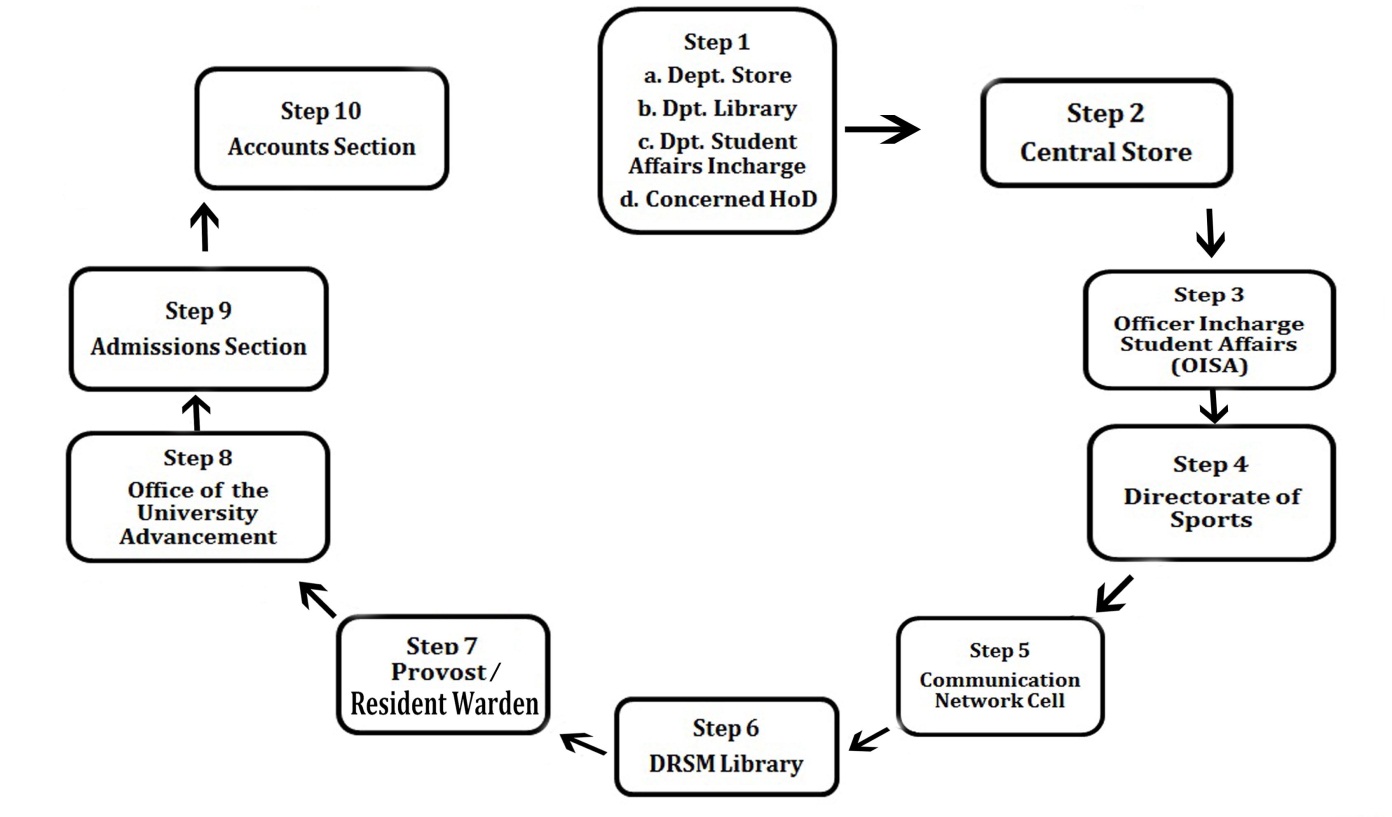
|  |  |
| --- | --- |
|  | **Quaid-i-Azam University**  *Students Clearance Process* |

**NOTE: Before initiating the clearance process, all students(Except Seizure & Cancellation Cases) are required to fill/submit Online Alumni Membership Form available at (http://alumni.qau.edu.pk/) and attach its copy with this clearance form otherwise clearance will not be issued.**

******

**Step 1:** Departmental Store+ Departmental Library+ Departmental Student Affairs Incharge then from Concerned Head of the Department

**Step 2:** Central Store **(QAU Central Workshop) Near Social Huts (Ext: 3092)**

**Step 3:** Officer Incharge Student Affairs (OISA) **(School of Economics, Room No. 46) (Ext: 3028)**

**Step 4:** Directorate of Sports **(Department of Mathematics)** **(Ext: 2173)**

**Step 5:** Communication Network Cell **(Computer Centre, Room No. 27) (Ext:2181)**

**Step 6:** Dr. Raziuddin Siddiqi Memorial (DRSM) Library **(Ext: 2071)**

**Step 7:** Office of theProvost/Resident Warden (Girls/Boys Hostels) **Hostel Office**

**Step 8:** Office of the University Advancement **(New Admin Block, Room No. 62)(Ext: 4061)**

**Step 9:** Admission Section **(New Admin Block, Room No. 15 & 19) (Ext: 4065)**

**Step 10:** FinalSubmission in the Accounts Section (**New Admin Block, Room No. 29) (Ext: 4092)**

* ***Please dial (051) 9064 before the desired extension***

|  |  |
| --- | --- |
|  | **Quaid-i-Azam University**  *Dr. Raziuddin Siddiqi Memorial Library* |

**Dated:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Session: \_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SUBJECT**: **LIBRARY CLEARANCE CERTIFICATE.**

Certified that Mr. /Miss/Mrs. /Dr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student of BS/MSc/MS/MPhil/PhD from the Department/School/Centre/Institute of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

whose Signature appears below; has returned all the material borrowed by him/her from the DRSM Library.

**Specimen Signature of the Student:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Cleared by:**

1. Seminar/ Departmental Library: **\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_**

1. Photostat (Ground Floor): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Circulation Section (2nd Floor)\*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Fine: *(If any)\**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***\**** Provision of Student Membership Card is mandatory for clearance. In case of non-availability, deposit Rs. 50/- in QAU Account at HBL/Askari Bank Ltd. QAU Branch, Islamabad.

**Librarian**  
DRSM Library

**Student Clearance Form (Copy for Admission Section)**

**For Student’s Use**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Department:** | | | | | | **Programme:** | | | |
| **Semester:** | | **Session:** | | | | **Registration No:** | | | |
| **Student’s Name:** | | | | | | | | | |
| **Home Address:** | | | | | | | | | |
| **Contact Tel:** | | **Mobile:** | | | | **E-mail:** | | | |
| **Reason for Clearance:** | **Completion** | | **\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Seizure** | **\_\_\_\_\_\_\_\_\_\_\_\_\_** | | **Cancellation** | **\_\_\_\_\_\_\_\_\_\_\_\_\_** |

|  |
| --- |
| **Note to the Student**  **Upon completion of their academic programme, *students must obtain a signature from above mentioned departments for clearing of all the obligations in University* in order to clear their record, it is necessary to process this clearance form. *It is the responsibility of the student* to check with the QAU Departments listed below and obtain a final clearance before leaving Quaid-i-Azam University. REGISTRAR** |

**For Official Use Only**

|  |  |  |
| --- | --- | --- |
| **Concerned Institute/School/Department of the Student** | | |
| **Head of the Department/Chairperson** | Stamp & Signature | Date: / / |
| **Departmental Student Affairs Incharge** | Stamp & Signature | Date: / / |
| **Store Section (Incharge):** | | |
| **Departmental Store Section (Incharge)** | Stamp & Signature | Date: / / |
| **Central Store Section (Incharge)** | Stamp & Signature | Date: / / |
| **Library Section (Librarian DRSM):** It is confirmed that the student has no obligations regarding borrowing books and other library resources. | | |
| Name: | Stamp & Signature | Date: / / |
| **Officer Incharge Student Affairs (OISA):** It is confirmed that nothing is pending against the mentioned student. | | |
| Name: | Stamp & Signature | Date: / / |
| **Office of the University Advancement (Manager University Advancement):**  It is confirmed that the student has filled Online Alumni Membership Form and submitted its hard copy to the Manager University Advancement. | | |
| Name: | Stamp & Signature | Date: / / |
| **Manager Financial Assistance**  **(In case of Seizure/ Cancellation only)** | Stamp & Signature | Date: / / |
| **Incharge Communication Network Cell (CNC):**  It is confirmed that the mentioned student has handed over his/her email password. | | |
| Name: | Stamp & Signature | Date: / / |
| **Directorate of Sports (Director Sports):** It is confirmed that nothing is pending against the mentioned student. | | |
| Name: | Stamp & Signature : | Date: / / |
| **Admission Section (AR Admissions):** It is confirmed that the mentioned student has submitted his/her complete documents i.e. (Original NOC from institution last attended and attested copies of last DMC & Degree) | | |
| Name: | Stamp & Signature | Date: / / |
| **Accounts/Finance Section (Accounts Officer):** It is confirmed that all the financial settlement have been completed. | | |
| Name: | Stamp & Signature | Date: / / |
| **Student Pledge:** It is confirmed that I have received all the official/original documents (transcript & Certificates) from QAU. | | |
| Name: | Signature | Date: / / |

**Student Clearance Form (Copy for Accounts Section)**

**For Student’s Use**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Department:** | | | | | | **Programme:** | | | |
| **Semester:** | | **Session:** | | | | **Registration No:** | | | |
| **Student’s Name:** | | | | | | | | | |
| **Home Address:** | | | | | | | | | |
| **Contact Tel:** | | **Mobile:** | | | | **E-mail:** | | | |
| **Reason for Clearance:** | **Completion** | | **\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Seizure** | **\_\_\_\_\_\_\_\_\_\_\_\_\_** | | **Cancellation** | **\_\_\_\_\_\_\_\_\_\_\_\_\_** |

|  |
| --- |
| **Note to the Student**  **Upon completion of their academic programme, *students must obtain a signature from above mentioned departments for clearing of all the obligations in University* in order to clear their record, it is necessary to process this clearance form. *It is the responsibility of the student* to check with the QAU Departments listed below and obtain a final clearance before leaving Quaid-i-Azam University. REGISTRAR** |

**For Official Use Only**

|  |  |  |
| --- | --- | --- |
| **Concerned Institute/School/Department of the Student** | | |
| **Head of the Department/Chairperson** | Stamp & Signature | Date: / / |
| **Departmental Student Affairs Incharge** | Stamp & Signature | Date: / / |
| **Store Section (Incharge):** | | |
| **Departmental Store Section (Incharge)** | Stamp & Signature | Date: / / |
| **Central Store Section (Incharge)** | Stamp & Signature | Date: / / |
| **Library Section (Librarian DRSM):** It is confirmed that the student has no obligations regarding borrowing books and other library resources. | | |
| Name: | Stamp & Signature | Date: / / |
| **Officer Incharge Student Affairs (OISA):** It is confirmed that nothing is pending against the mentioned student. | | |
| Name: | Stamp & Signature | Date: / / |
| **Office of the University Advancement (Manager University Advancement):**  It is confirmed that the student has filled Online Alumni Membership Form and submitted its hard copy to the Manager University Advancement. | | |
| Name: | Stamp & Signature | Date: / / |
| **Manager Financial Assistance**  **(In case of Seizure/ Cancellation only)** | Stamp & Signature | Date: / / |
| **Incharge Communication Network Cell (CNC):**  It is confirmed that the mentioned student has handed over his/her email password. | | |
| Name: | Stamp & Signature | Date: / / |
| **Directorate of Sports (Director Sports):** It is confirmed that nothing is pending against the mentioned student. | | |
| Name: | Stamp & Signature : | Date: / / |
| **Admission Section (AR Admissions):** It is confirmed that the mentioned student has submitted his/her complete documents i.e. (Original NOC from institution last attended and attested copies of last DMC & Degree) | | |
| Name: | Stamp & Signature | Date: / / |
| **Accounts/Finance Section (Accounts Officer):** It is confirmed that all the financial settlement have been completed. | | |
| Name: | Stamp & Signature | Date: / / |
| **Student Pledge:** It is confirmed that I have received all the official/original documents (transcript & Certificates) from QAU. | | |
| Name: | Signature | Date: / / |

**Student Clearance Form (Copy for Examination Section)**

**For Student’s Use**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Department:** | | | | | | **Programme:** | | | |
| **Semester:** | | **Session:** | | | | **Registration No:** | | | |
| **Student’s Name:** | | | | | | | | | |
| **Home Address:** | | | | | | | | | |
| **Contact Tel:** | | **Mobile:** | | | | **E-mail:** | | | |
| **Reason for Clearance:** | **Completion** | | **\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Seizure** | **\_\_\_\_\_\_\_\_\_\_\_\_\_** | | **Cancellation** | **\_\_\_\_\_\_\_\_\_\_\_\_\_** |

|  |
| --- |
| **Note to the Student**  **Upon completion of their academic programme, *students must obtain a signature from above mentioned departments for clearing of all the obligations in University* in order to clear their record, it is necessary to process this clearance form. *It is the responsibility of the student* to check with the QAU Departments listed below and obtain a final clearance before leaving Quaid-i-Azam University. REGISTRAR** |

**For Official Use Only**

|  |  |  |
| --- | --- | --- |
| **Concerned Institute/School/Department of the Student** | | |
| **Head of the Department/Chairperson** | Stamp & Signature | Date: / / |
| **Departmental Student Affairs Incharge** | Stamp & Signature | Date: / / |
| **Store Section (Incharge):** | | |
| **Departmental Store Section (Incharge)** | Stamp & Signature | Date: / / |
| **Central Store Section (Incharge)** | Stamp & Signature | Date: / / |
| **Library Section (Librarian DRSM):** It is confirmed that the student has no obligations regarding borrowing books and other library resources. | | |
| Name: | Stamp & Signature | Date: / / |
| **Officer Incharge Student Affairs (OISA):** It is confirmed that nothing is pending against the mentioned student. | | |
| Name: | Stamp & Signature | Date: / / |
| **Office of the University Advancement (Manager University Advancement):**  It is confirmed that the student has filled Online Alumni Membership Form and submitted its hard copy to the Manager University Advancement. | | |
| Name: | Stamp & Signature | Date: / / |
| **Manager Financial Assistance**  **(In case of Seizure/ Cancellation only)** | Stamp & Signature | Date: / / |
| **Incharge Communication Network Cell (CNC):**  It is confirmed that the mentioned student has handed over his/her email password. | | |
| Name: | Stamp & Signature | Date: / / |
| **Directorate of Sports (Director Sports):** It is confirmed that nothing is pending against the mentioned student. | | |
| Name: | Stamp & Signature : | Date: / / |
| **Admission Section (AR Admissions):** It is confirmed that the mentioned student has submitted his/her complete documents i.e. (Original NOC from institution last attended and attested copies of last DMC & Degree) | | |
| Name: | Stamp & Signature | Date: / / |
| **Accounts/Finance Section (Accounts Officer):** It is confirmed that all the financial settlement have been completed. | | |
| Name: | Stamp & Signature | Date: / / |
| **Student Pledge:** It is confirmed that I have received all the official/original documents (transcript & Certificates) from QAU. | | |
| Name: | Signature | Date: / / |

**Student Clearance Form (Student’s Copy)**

**For Student’s Use**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Department:** | | | | | | **Programme:** | | | |
| **Semester:** | | **Session:** | | | | **Registration No:** | | | |
| **Student’s Name:** | | | | | | | | | |
| **Home Address:** | | | | | | | | | |
| **Contact Tel:** | | **Mobile:** | | | | **E-mail:** | | | |
| **Reason for Clearance:** | **Completion** | | **\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Seizure** | **\_\_\_\_\_\_\_\_\_\_\_\_\_** | | **Cancellation** | **\_\_\_\_\_\_\_\_\_\_\_\_\_** |

|  |
| --- |
| **Note to the Student**  **Upon completion of their academic programme, *students must obtain a signature from above mentioned departments for clearing of all the obligations in University* in order to clear their record, it is necessary to process this clearance form. *It is the responsibility of the student* to check with the QAU Departments listed below and obtain a final clearance before leaving Quaid-i-Azam University. REGISTRAR** |

**For Official Use Only**

|  |  |  |
| --- | --- | --- |
| **Concerned Institute/School/Department of the Student** | | |
| **Head of the Department/Chairperson** | Stamp & Signature | Date: / / |
| **Departmental Student Affairs Incharge** | Stamp & Signature | Date: / / |
| **Store Section (Incharge):** | | |
| **Departmental Store Section (Incharge)** | Stamp & Signature | Date: / / |
| **Central Store Section (Incharge)** | Stamp & Signature | Date: / / |
| **Library Section (Librarian DRSM):** It is confirmed that the student has no obligations regarding borrowing books and other library resources. | | |
| Name: | Stamp & Signature | Date: / / |
| **Officer Incharge Student Affairs (OISA):** It is confirmed that nothing is pending against the mentioned student. | | |
| Name: | Stamp & Signature | Date: / / |
| **Office of the University Advancement (Manager University Advancement):**  It is confirmed that the student has filled Online Alumni Membership Form and submitted its hard copy to the Manager University Advancement. | | |
| Name: | Stamp & Signature | Date: / / |
| **Manager Financial Assistance**  **(In case of Seizure/ Cancellation only)** | Stamp & Signature | Date: / / |
| **Incharge Communication Network Cell (CNC):**  It is confirmed that the mentioned student has handed over his/her email password. | | |
| Name: | Stamp & Signature | Date: / / |
| **Directorate of Sports (Director Sports):** It is confirmed that nothing is pending against the mentioned student. | | |
| Name: | Stamp & Signature : | Date: / / |
| **Admission Section (AR Admissions):** It is confirmed that the mentioned student has submitted his/her complete documents i.e. (Original NOC from institution last attended and attested copies of last DMC & Degree) | | |
| Name: | Stamp & Signature | Date: / / |
| **Accounts/Finance Section (Accounts Officer):** It is confirmed that all the financial settlement have been completed. | | |
| Name: | Stamp & Signature | Date: / / |
| **Student Pledge:** It is confirmed that I have received all the official/original documents (transcript & Certificates) from QAU. | | |
| Name: | Signature | Date: / / |

**The Deputy Treasurer,**

**Quaid-i-Azam University,**

**Islamabad.**

**SUBJECT: REFUND OF SECURITIES**

Dear Sir,

It is stated that I have passed my BS/MSc/MBA/MPA/MS/MPhil/PhD final examination from the Department/School/Centre/Institute of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Quaid-i-Azam University, Islamabad.

It is therefore requested that my securities may kindly be refunded. Clearance Form in this regard is attached for your kind consideration.

*Yours Obediently,*

**Student’s Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address: \_\_\_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Dated:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Head of Department**

**The Controller of Examinations,**

**Quaid-i-Azam University,**

**Islamabad.**

**SUBJECT: ISSUANCE OF DMC**

Dear Sir,

It is stated that I have passed my BS/MSc/MBA/MPA/MS/MPhil/PhD final examination from the Department/School /Centre/Institute of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Quaid-i-Azam University, Islamabad.

It is, therefore, requested that my DMC may kindly be issued and oblige.

*Yours Obediently,*

**Student’s Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address: \_\_\_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

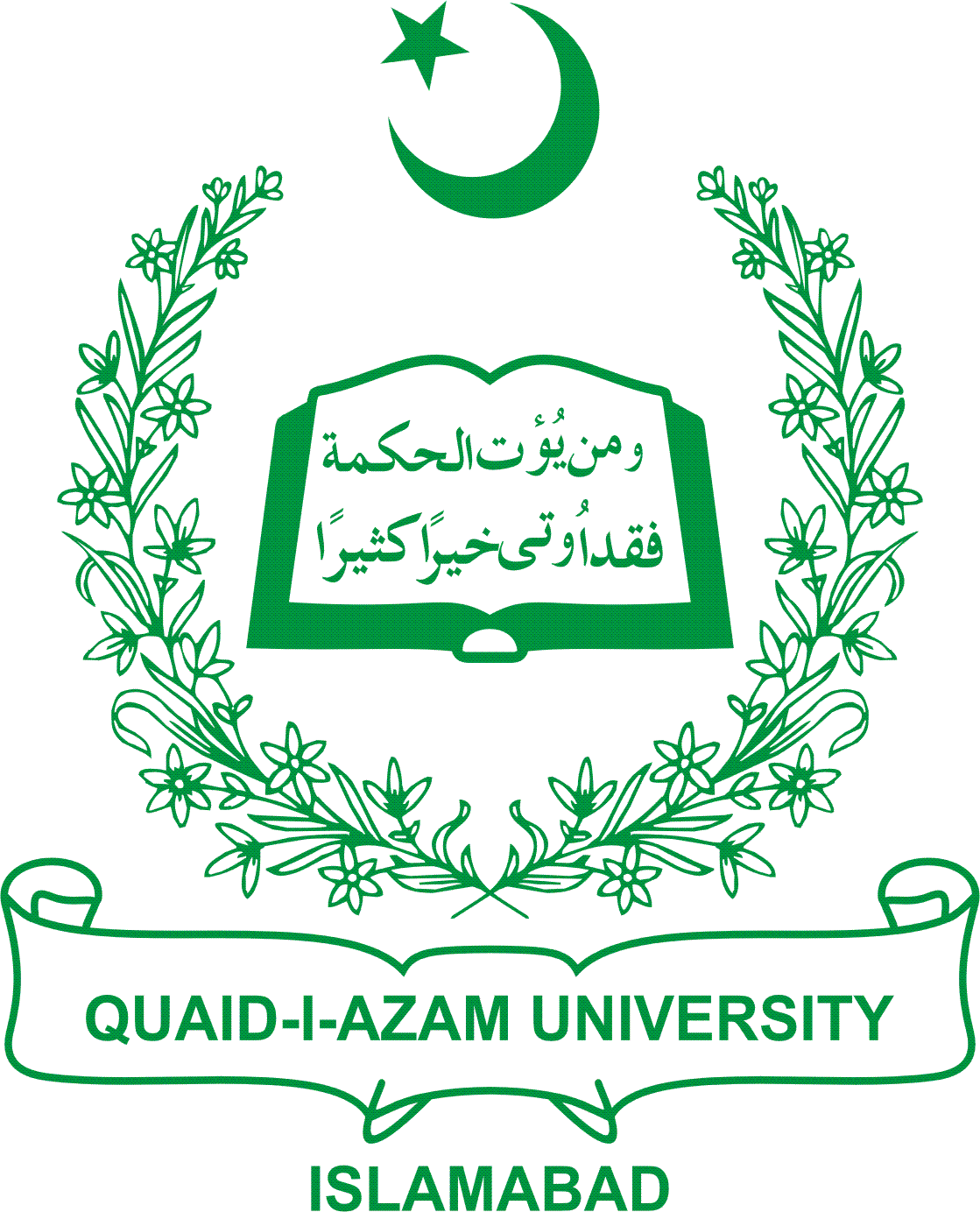
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Dated:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Head of Department**



**QUAID-I-AZAM UNIVERSITY**

*APPLICATION FOR ISSUANCE OF   
DEGREE/DIPLOMA/CERTIFICATE*

**The Controller of Examinations,**

**Quaid-i-Azam University,**

**Islamabad.**

1. Student’s Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Father’s Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. University Registration No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Degree/Diploma/Certificate : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Faculty : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. PM&DC Registration No : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***(For Medical Students Only)***

7. Habib Bank Ltd. / Askari Bank Ltd. QAU Branch **Deposit Slip No:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Dated:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for **Rs.** \_\_\_\_\_\_\_\_\_\_\_\_ ***(Please attach original receipt)***

8. Mode of Delivery

**A.** ***By Hand*** **B.** ***Through Mail***

9. Mailing Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

10. Contact Numbers : Tel: ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***Mobile: ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

11. Recommendation by the : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairperson/Dean/Director : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

of respective Department/ Institute/Centre

|  |  |
| --- | --- |
| Y | N |
| Y | N |
| Y | N |
| Y | N |
| Y | N |

12.  **Please ensure the following before submitting Application:**

* Have you attached two attested copies of your last degree?
* Have you attached two copies of transcript/DMC of existing programme?
* Have you attached the deposit slip of degree/diploma/certificate fee?
* Have you attached the clearance certificate, issued by Admission Section?
* Have you attached an attested copy of your CNIC?

**Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Applicant’s Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | - |  |  |  |  |  |  |  | - |  |

**CNIC No:**

**Quaid-i-Azam University   
(Office of the Resident Warden)**

No. QAU/BH/GH/Clearance/20 - Dated: / /

**Note: (To be filled in and got completed by the applicant)**

**APPLICATION FOR FINAL CLEARANCE (NON BOARDER)**  
 I Mr./Miss \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ S/D/O\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Class \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_solemnly declare that I had not been resident of Boys Hostels during my whole academic session/period in the University i.e. from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Thus; I may Please be issued Hostel’s Clearance Certificate.

**Signature of Applicant**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Subject:** **FINAL CLEARANCE FROM BOYS/GIRLS HOSTEL FOR (NON-BOARDER)**  
  
Certified that Mr./Miss \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_S/D/O \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Class \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_has never availed hostel’s facility during above- motioned period, as per hostel allotment /dues record. He may please be issued final clearance from hostel as non-boarder.

**Dues Clerk**

**Resident Warden**  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Quaid-i-Azam University   
(Office of the Resident Warden)**

No. QAU /BH/GH/Clearance/20 -

Subject: **FINAL CLEARANCE FROM BOYS/GIRLS HOSTEL FOR (NON BOARDER)**

Certified that Mr. /Miss \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ S/D/O\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Class \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_has never availed

Hostel’s facility during his whole academic period, as per hostel’s allotment/dues record.

**Dues Clerk**

**Resident Warden**