



## QUAID-I-AZAM UNIVERSITY ISLAMABAD

### REQUEST FOR THE ISSUANCE OF SERVICE CERTIFICATE

1. Name: \_\_\_\_\_
2. Father's Name: \_\_\_\_\_
3. Designation & BPS: \_\_\_\_\_
4. Department/Section: \_\_\_\_\_
5. Date of Birth : \_\_\_\_\_
6. Date & Designation of Initial appointment in the University & further promotions dates:  
\_\_\_\_\_
7. Date of Appointment in Present Designation in the University : \_\_\_\_\_
8. Purpose of the certificate: \_\_\_\_\_

**Declaration:-**

I solemnly declare that above mentioned information are correct in all respects.

Signature of Employee

Date: \_\_\_\_\_

<b>Recommendations of Chairperson/ Director/ HOD / In-Charge</b>	
Approved by  <b>Registrar</b>	
<b>Deputy Registrar/Assistant Registrar (for Notification)</b>	