



CORRECTION FORM

To,
The Controller of Examinations,
Ziauddin University Examination Board,
Karachi.

SUBJECT: APPLICATION FOR CORRECTION IN NAME & FATHER'S NAME
 APPLICATION FOR CORRECTION IN DATE OF BIRTH
 APPLICATION FOR CORRECTION IN MARKSHEET

Respected Sir,

It is to state that my "*Name & Father's Name*" / "*Date of Birth*" / "*Marks*" written on the Marks Sheet of S.S.C./H.S.C. Part-I / II issued from the Ziauddin University Examination Board is incorrect.

However, it is requested that necessary correction may please be made in accordance with the correct record.

- Name _____
- Father Name _____
- Roll No _____
- Group _____
- Name of School /College / Private _____

1. CORRECTION IN NAME/FATHER'S NAME:

INCORRECT NAME

Name _____

Father Name _____

CORRECT NAME

Name: _____

Father's Name: _____

Roll Number: _____ Group: _____

Name of School / College / Private: _____

2. CORRECTION IN DATE OF BIRTH:

INCORRECT DATE OF BIRTH

____-____-____

CORRECT DATE OF BIRTH

____-____-____

INCORRECT DATE OF BIRTH

(IN WORDS)

CORRECT DATE OF BIRTH

(IN WORDS)

3. CORRECTION IN MARKSHEET

INCORRECT MARKS

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CORRECT MARKS

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INCORRECT MARKS (IN WORDS)

CORRECT MARKS (IN WORDS)

CONTACT #:					-									
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Thanking you.
Yours Obediently,

Signature with Name & Date

Signature & Stamp of Principal

FOR OFFICE USE ONLY

The aforesaid mistake has been deeply examined in the light of official record which may please be corrected as detail below:

ROLL#.	YEAR	GROUP	NATURE OF MISTAKE	INCORRECT	CORRECT

Forwarded to concerned section for necessary correction as per office record/enclosed documents.

Dealing Assistant

CORRECTION FORM

All the Heads of Institutes are requested to follow the format prescribed the Board – ZUEB. Please submit your "Correction Requests" along with the relevant attested documents.

NOTE:

- No application other than the mentioned format will be entertained with effect from 30th December, 2020.
- Attested photocopy of Matric Certificate for Intermediate student.
- CNIC / B-FORM Photocopy for Matric Students.
- Any deficiency in documents will not be accepted.
- Applicants are requested to review the form before submission in order to avoid any inconvenience.