

Request Form Requirements			
Note: Original Documents Must Be Shown While Submitting the Request			
S. No	Type	Required	
1	Duplicate Enrollment Card	1. Photocopy Marksheet 2. Photocopy Admit Card	After Exam
2	Duplicate Admit Card	1. Photocopy Enrollment Card 2. Photocopy Marksheet	One Documents Must Be Required
3	Duplicate Marksheet	1. Photocopy Enrollment Card 2. Photocopy Admit Card (Mandatory) 3. Photocopy Marksheet (Mandatory)	In Case of All Document Lost, FIR Copy Is Essential
4	Marksheet Verification	1. Photocopy Admit Card 2. Photocopy Marksheet that has to be Verified	Two Clear Copies of Marksheet
5	Marksheet Correction HSSC	1. Submit Original Marksheet 2. Photocopy SSC Marksheet/Certificate 3. Photocopy B-Form 4. Photocopy CNIC 5. Photocopy Admit Card	In Some Cases, Original Document Will Be Checked by The Examination Dept.
6	Marksheet Correction SSC	1. Submit Original Marksheet 2. Photocopy B-Form 3. Photocopy CNIC 4. Photocopy Admit Card	In Some Cases, Original Document Will Be Checked by The Examination Dept.
7	Admit Card Correction	Admit Card Correction allowed before Issuance of Marksheet. Otherwise, Correction Needs to Be Done in Admit Card and Marksheet Both.	Picture Correction only before the Exam
8	Migration Certificate	1. Photocopy Marksheet 2. Photocopy Admit Card / CNIC	
9	Provisional Certificate	1. Photocopy Marksheet 2. Photocopy Admit Card / CNIC	
10	Certificate	1. Photocopy Marksheet 2. Photocopy Admit Card / CNIC	After 2 Years

DR. AYESHA HASSAN
Controller of examination