

Issuance of Bachelor Degrees & Transcripts and Award of Medals & Prizes

1. **Issuance of Bachelor Degrees Before Convocation.**
 - a. Graduating students are issued bachelor degrees during UG convocation; however, under special circumstances i.e., for further studies, employment purpose, and any other justified requirement, the degree is prepared and issued before convocation.
 - b. The application form for obtaining the degree before convocation is available on the NUST website under the “Downloads” link http://www.nust.edu.pk/Pages/Download_Details.aspx? DocID=31 & category=Forms.
2. **Issuance of Duplicate Bachelor Degrees.** In case of loss of original Bachelor degree, the student can apply for issuance of Duplicate Degree. Details are available on NUST website <https://nust.edu.pk/downloads/duplicate-revised-ug-degree/>
3. **Issuance of Revised Bachelor Degrees.**
 - a. A student desirous of changing name/father's name in the Bachelor degree will complete the following formalities:
 - (1) The student is required to get his/her name changed in Matric/O level and FSc/A level equivalence certificates from concerned BISE/IBCC. Details for applying for Revised degree are available on NUST website <https://nust.edu.pk/downloads/duplicate-revised-ug-degree/>
4. **Issuance of NUST Official Transcript from Exam Branch Main Office.**
 - a. **Studying Students.** Regular students/On-Campus Students may obtain Official Transcript Semester wise/Final Transcript from Exam Branch Main Office, NUST by submitting requisite charges for Transcript along with the Bank Receipt and submit the required documents in their Institutes/Schools/Colleges. All the Information regarding Transcript charges is available on the following NUST Web Portal under downloads: <https://nust.edu.pk/downloads/transcripts-dms/>
 - b. **Alumni/Off-Campus Students.** Alumni/Off-Campus students may apply for the Final Transcript from Exam Branch Main Office, NUST by submitting requisite charges Transcript copy along with the Bank Receipt and submit the required documents in Exam Branch, Registrar Directorate, Main Office NUST, Islamabad. All the Information regarding Transcript charges is available on the following NUST Web Portal under downloads: <https://nust.edu.pk/downloads/transcripts-dms/>

Attestation/Verification of Academic Documents. Students/Alumni may apply for the Attestation/Verification of NUST official Academic Documents Original/Copy (i.e., Transcript/Degree) by submitting Rs 700 per copy. All the Information regarding Attestation/Verification is available on the following NUST Web Portal under downloads: <https://nust.edu.pk/downloads/verification/>

5. **Semester/Degree Final Notification.** Official Semester wise/Degree result will be finally notified by Examination Branch, Registrar Directorate, Main Office NUST, after receiving results from Institutes/Schools/Colleges.
6. **Award of Medals and Prizes.** Gold medals and Prizes shall be awarded at the “convocation” when held. Each recipient shall be informed of his/her having been awarded a Medal or Prize. A recipient, not notifying the University in writing of his/her acceptance of the award within two weeks of the receipt of information, shall be liable to forfeit his/her award which may be re-awarded.
7. If more than one student qualifies for a particular Medal based on Cum GPA or marks (as the case may be), all shall be awarded jointly by giving a Medal to each. If there is an award for a particular position in the form of Prize money or a similar divisible award, it shall be distributed equally amongst the recipients who qualify for it based on Cum GPA or marks (as the case may be).
8. **Types of Medals.** Following types of medals shall be awarded at the time of convocation:

a. President's Gold Medal - 1st Position in Academics

b. Chancellor's Silver Medal - 2nd Position in Academics

c. Rector's Gold Medal - All students of the Best Final Year Project (FYP*) having 'A' grade in their FYP* (for graduating batches of 2022 and onwards)

d. COAS/CNS/CAS Gold Medal - 1st Position among military students in Academic as per the policy of respective service headquarter

e. Any other Medal approved by BOG/Executive Committee

** Final Year Project is renamed as Final Year Design Project (FYDP) for UG Engineering programmes*

9. The following conditions shall be applied for the award of Gold Medal to the best student in the project(s) whose FYP* has been declared as the Best Final Year Project (FYP*):
- a. The project will be graded.
 - b. All the students of the best FYP* group having 'A' grade in FYP* will be awarded Rector's Gold Medal.
 - c. The remaining members of the team will be awarded certificates.
 - d. A student who has taken less than the regular semester load, or, has a grade **W** on the transcript will also be eligible for the award of Rector's Gold Medal based on FYP*.
 - e. Migrated students are also eligible to compete for this medal.
10. The Medals be awarded indiscriminately to top students without any special quota or allocation to different categories of students.
11. **Award of Medal and Prizes (for BMAS Only).** All medals and prizes shall be decided based on the list of graduates on completion of 5 years from the date of commencement of respective batch / entry."
12. **Withdrawal of a Medal.** The BOG shall have the power to withdraw or cancel the institution of a Medal, provided the circumstances so demand.