

Degree / Transcript Request Form

Name: _____ نام:

Father's Name: _____ ولدیت:

Reg. No.: _____ SAP ID. _____ CMS _____

Contact No: _____ Degree Title: _____

Student Signature: _____ Email: _____

Note: For issuance of Urgent Transcript and Degree, student is required to submit proof of urgency.

BASIC REQUIREMENT**For Final Transcript:**

- I. Copy of Secondary School Certificate
- II. Student CNIC Copy
- III. Copy of overall Department Clearance Form
- IV. Copy of Extracts of Results

For Final Degree:

Follow the steps on the given link or scan the QR code:

- 1- <https://dms.riphah.edu.pk/>
- 2- Processing time 45 working days after approval of the case in online portal.

Scan for App



Scan for website

**IN CASE STUDENT HAS SENT SOMEONE ELSE FOR COLLECTION OF DEGREE / TRANSCRIPT:**

Note: Only a person having blood relation with the student is authorized

- I. Copy of required documents (As mentioned above)
- II. Authority Letter (On Stamp Paper)
- III. CNIC copy of the student
- IV. CNIC copy of Authorized Person with Original