NATIONAL SKILLS UNIVERSITY ISLAMABAD

Controller of Examinations Office

https://nsu.edu.pk/

Request form for Issuance of Semester Grade Sheet

(To be filled by the candidate)

Student Name				Father Name			
Registration No.		Program			Section		
Admission Year		Current Semester		Semester Grade Sheet Required for the Semester			
Batch							
Department				Contact No.			
Purpose/Reason							
Signatures of the Student		Date					
			(Day) (Month) (Year)				

NO OBJECTION CERTIFICATE (*To be filled by the Department Concerned & Treasurer office)*

From Department Concerned	From Treasurer office
Recommended ☐ Not Recommended ☐ Remarks (if any) _____ _____ _____ _____	i. Tuition Fee Paid up to: Spring: _____Fall: _____ ii. Semester Grade Sheet Fee of Rs. 700/- Paid ☐ Not Paid ☐ iii. In case of Semester Grade Sheet Verification, Fee of Rs. 500/- Paid ☐ Not Paid ☐ Remarks (if any) _____
Name: _____ Designation: _____ Department: _____ Date: _____Signature: _____ Official stamp: _____	Name: _____ Designation: _____ Department_____ Date: _____Signature: _____ Official stamp: _____

(For Controller of Exams. office use only)

***Processing time**: One Day*

Checklist before issuance of Semester Grade Sheet:

☐ Fee Defaulter List ☐ Other (Mention detail) _____

Remarks (if any) _____

Checked by: Name_____ Designation. _____ Signature: _____Date: _____

Approved By:

Remarks by CoE (if any) _____

_____

(Controller of Examinations)

Semester Grade Sheet Issued vide Dispatch No._____ Dated_____

Remarks (if any) _____

Issued By (Name)_____ Signatures: _____

Revised version: - 12th March-2025