

**Controller of Examinations**  
**Shaheed Benazir Bhutto Women University Peshawar**

No. 376 /Exams/SBBWUP  
Dated: 01.09.2025



Phone: 091-9224716

**NOTIFICATION**

On the recommendation of Finance and Planning Committee in its 24<sup>th</sup> Meeting dated 28<sup>th</sup> December, 2023, subsequently approved from the Syndicate in its 44<sup>th</sup> Meeting held on Friday 20<sup>th</sup> January, 2023, the following time limit and fee rate for verification and issuance of Academic documents and related activities will come into force with immediate effect:

S.NO	Document/ Activity	Purpose	Time Limit (Working Days)	Existing Fee	Revised Fee
1	Transcript (including conversion)	Issuance	15 Days	Rs.3300/-	3630/-
			5 days	Rs. 4400/-	4850/-
			Next Day	Rs. 5500/-	6050/-
2	Transcript/ Result Slip	Verification	7 Days	Rs. 825/-	910/-
			3 Days	Rs. 1320/-	1450/-
			Next Day	Rs. 1650/-	1820/-
3	Transcript (Duplicate)	Issuance	3 Days	Rs. 3135/-	3450/-
			Next Day	Rs. 4125/-	4550/-
4	Degree	Issuance	60 Days	Rs. 2805/-	3090/-
			15 Days	Rs. 3795/-	4180/-
			5 Days	Rs. 4785/-	5270/-
			3 Days	Rs. 5755/-	6330/-
5	Degree	Verification	7 Days	Rs. 1320/-	1450/-
			3 Days	Rs. 1650/-	1820/-
			Next Day	Rs. 3135/-	3450/-
6	Degree (Duplicate)	Issuance	60 Days	Rs. 5610/-	6170/-
			15 Days	Rs. 7590/-	8350/-
			5 Days	Rs. 9570/-	10,530/-
			3 Days	Rs. 11,550/-	12,700/-
7	Result Slip (Duplicate)	Issuance	3 Days	Rs. 660/-	730/-
			Next Day	Rs. 1100/-	1210/-
8	Correction in Particulars	Notification	7 Days	Rs. 660/-	730/-
			3 Days	Rs. 1100/-	1210/-
			Next Day	Rs. 2200/-	2420/-
9	Repeater Registration	One Paper	All Semesters	Rs. 2475/-	2730/-
10	Semester Repeater (for Not Promoted cases)	Full Exam	All Semesters	Rs. 2640/-	2900/-
11	Makeup Exam	One Paper	All Semesters	Rs. 1650/-	1820/-
12	Migration Fee	Issuance	3 Days	Rs. 1320/-	1450/-
			Next Day	Rs. 1650/-	1820/-
13	Registration	B.A / B.Sc	One Time	Rs. 1650/-	1820/-
		BS-4 Year / AD/ Masters		Rs. 1650/-	1820/-

14	Duplicate Roll No Slip	All Programs	One Time	Rs. 495/-	550/-
15	Research Project / Thesis/ Internship	BS-4 Year/ Masters/ PGDCP	One Time	Rs. 4950/-	5450/-
				Rs. 6600/-	7260/-
				Rs. 9900/-	10,900/-
16	Merit / Distinction Certificate	Issuance	7 Days	Rs. 660/-	730/-
			3 Days	Rs. 1100/-	1210/-
			Next Day	Rs. 1650/-	1820/-
17	Gold Medal Certificate	Issuance	7 Days	Rs. 1100/-	1210/-
			3 Days	Rs. 1650/-	1820/-
			Next Day	Rs. 2200/-	2420/-
18	Social Work Certificate	Issuance		Rs. 330/-	360/-
19	Exam fee	For Affiliated Colleges only	-	Rs. 4800/-	5300/-
20	Diploma	Issuance	15 days	Rs. 825/-	910/-
21	Diploma (Duplicate)			Rs. 1650/-	1820/-

This has been issued after the approval from the Statutory Bodies and Vice Chancellor.

  
Controller of Examinations

No. 377-385 /Exams.SBBWUP

Copy to:

1. The Dean, Faculty of Social Sciences
2. All Coordinators of Teaching Departments
3. Sectional Heads
4. All BS-4 year Program Coordinators, Affiliated Colleges
5. All Principals, Affiliated Colleges
6. RAD (Audit)
7. PS to Vice Chancellor
8. Treasurer
9. Bank (UBL)

  
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