

Instructions for Official Transcript BS (2016-2020) & (2018-2020)

- Transcript Form & Clearance Form are available at RWU website i.e. www.rwu.edu.pk
- The students shall submit Transcript Forms alongwith all the relevant documents to their concerned department as per department-wise prescribed schedule.
- If the student was residing in hostel, she will get her hostel clearance from Vice Principal. Otherwise, she will get hostel clearance from Head of the concerned department. The HoD shall clearly mention that the student was not a hostel resident.
- The department coordinator shall check the copies of paid Challans of all previous semesters and sign the Finance section of Clearance Form.
- Student Name & Father Name in Registration Card must be same as per Matric Certificate.
- Student shall submit original treasurer copy of fee Challan Rs-500/- for Official Transcript.
- Challan Form is available at RWU website.
- Government of the Punjab SOPs for Covid-19 available at University's website i.e. www.rwu.edu.pk shall be strictly followed.

Required Documents:

- Clearance Form
- Official Transcript Form
- Attested copy of CNIC
- Attested copy of Matric Mark Sheet
- Attested copy of Intermediate Mark Sheet
- Registration card
- Deposited fee Challan for Official Transcript
- Copy of all paid fee Challans
- University ID Card (Original)