



The Islamia University of Bahawalpur Pakistan

Examinations Department

Ph. 062-9250241 Email: controller@iub.edu.pk Web: iub.edu.pk

Controller of Examinations

Dispatch No. 6888 /C.6

Date: 09/09 /2025

Circular

It is hereby notified for the information of all concerned that the procedure for collection/dispatch of *Urgent Degrees* from the Degree Delivery Section of the Examinations Department of The Islamia University of Bahawalpur (IUB), shall be as under:

1. Candidates applying for an Urgent Degree shall submit their application through the IUB E-Portal (eportal.iub.edu.pk). The E-Portal account must be registered on the CNIC of the candidate.
2. Urgent Degrees shall be prepared within sixty (60) days(tentatively).
3. Degrees shall be dispatched to the postal address provided by the candidate through the Pakistan Post Office. In case of incomplete address on the E-Portal, the degree shall be dispatched to the address mentioned on the candidate's CNIC.
4. Candidates who wish to collect their degree by hand may do so from Room No. 115, First Floor, Examinations Department, Abbasia Campus, The Islamia University of Bahawalpur. The candidate must:
 - Carry the original CNIC.
 - Confirm the preparation status of the degree on the E-Portal prior to visiting.
 - Present the E-Portal receipt indicating the batch of the degree.
5. By hand Degrees shall be delivered only during official working hours (Monday to Friday, 08:00 a.m. – 04:00 p.m.) from the Degree Delivery Section, Room No. 115, First Floor, Examinations Department, Abbasia Campus.
6. In case a candidate is unable to collect the degree personally, only first blood relatives (father, mother, brother, sister) are authorized to collect the degree on their behalf, subject to the following conditions:
 - Original CNIC of the candidate.
 - Original CNIC of the authorized person.
 - Authority Letter on E-Stamp Paper duly signed by the candidate.
7. No other relatives or third parties shall be permitted to collect degrees.
8. Employees of The Islamia University of Bahawalpur (teaching/non-teaching) are also not authorized to collect degrees on behalf of any candidate, except in cases where they are first blood relatives. Such employees shall also fulfill all requirements mentioned in Para 6.
9. In case of any dispute regarding degree delivery (by hand or by post), the decision of the Controller of Examinations shall be final.


Controller of Examinations

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