



ISLAMIC UNIVERSITY OF SCIENCE & TECHNOLOGY AWANTIPORA, KASHMIR

Office of the Controller of Examinations

Office Memo

It is hereby notified for the information of all the concerned that, the timeline for the issuance of various certificates shall be as per the following.

S.No	Name of the Certificate	Application submission	Processing Time
1.	Academic Transcript (online)	07 days after the declaration of the result	07 days after the submission of application.
2.	Academic Transcript (offline)	N/A	15 days after the receipt of application.
3.	Provisional Certificate	01 day after the receipt of Transcript Certificate	15 days after the submission of application.
4.	Degree Certificate	01 year after the Completion of Course/ Degree	01 month after the submission of application.
5.	Result Sheet for Scholarship	N/A	02 days after the submission of application.
6.	Rank Certificate	20 days after the receipt of Transcript Certificate	01 month after the submission of application.
7.	Verification of Documents	N/A	10 days after the receipt of application.
8.	Revised/ Duplicate Certificates	N/A	15 days after the receipt of application.
9.	Bonafide Certificate	N/A	02 days after the receipt of application.

Sd/-
Controller of Examinations

No: IUST/Exam-Unit/ OM/23/02

Dated: 10-01-2023

Copy to the:

1. Dean Academic Affairs for information
2. Registrar for information
3. All Deans/ Heads of the Departments for information.
4. Director-IT & SS for information
5. Sec. to V.C for the information of Hon'ble Vice Chancellor.
6. Notice board.
7. File


Deputy Registrar-Examinations
10/01/23