



# SIR SYED UNIVERSITY OF ENGINEERING & TECHNOLOGY

University Road, Karachi-75300, Pakistan Tel: 34988000-5, 34980059-34980072

## ENROLMENT SECTION PERFORMA FOR ISSUANCE OF DUPLICATE IDENTITY CARD/ ENROLMENT CARD

staple  
Recent passport  
size photograph

ID Card<sup>1</sup>

Enrolment Card

Date: \_\_\_\_\_

1. Name: \_\_\_\_\_ 2. Father's Name: \_\_\_\_\_

(As per Matric Certificate)

(As per Matric certificate)

3. Roll No: \_\_\_\_\_ 4. Enrolment No: \_\_\_\_\_

5. Address (Present): \_\_\_\_\_

6. Cell#: \_\_\_\_\_ 7. Email: \_\_\_\_\_

8. CNIC#: \_\_\_\_\_

9. Reason for Duplicate Card(s): \_\_\_\_\_

\_\_\_\_\_  
Applicant Signature

10. Clearance with signature & seal of Authorized person:

Library	Student Affairs Dept	Finance Department	DR-II Academics
---------	----------------------	--------------------	-----------------

11. Following documents as required are attached:

- a. Copy of CNIC.
- b. Photograph(s).
- c. Original receipt of payment voucher.

12. Certificate Fee & Processing Time:

- a. 100 /-for Duplicate university ID card delivery in 03 working days.
- b. 200/- for duplicate University Enrolment card delivery in 03 working days.

**Note:**

1. Obtain Deposit receipt of this Form from Help desk & bring at the time of collection of ID CARD / Enrolment card.
2. Bring original CNIC for collection of ID card /Enrollment card.
3. ID card & Enrolment Card to be collected from Enrolment section.

\_\_\_\_\_  
Receiver's Signature with date

Name: \_\_\_\_\_

CNIC: \_\_\_\_\_

Date: \_\_\_\_\_

<sup>1</sup> Application for 2015& older batches old/form are to be used.