



KHYBER PAKHTUNKHWA BOARD OF TECHNICAL & COMMERCE EDUCATION
PLOT NO.22, SECTOR B1, PHASE-V, HAYATABAD, PESHAWAR
(www.kpbte.edu.pk)

APPLICATION FORM FOR DUPLICATE/TRIPPLICATE CERTIFICATE/DIPLOMA

(PLEASE READ THE INSTRUCTIONS OVERLEAF BEFORE FILLING THE FORM)

1. **APPLICANT'S NAME** (*In Block Letters*) _____
2. **FATHER'S NAME** (*In Block Letters*) _____
3. **DATE OF BIRTH** _____
4. **NAME OF CERTIFICATE/DIPLOMA REQUIRED** _____
5. **NAME OF EXAMINATION PASSED** _____
6. **REGISTRATION NO.** _____
7. **DATE OF BIRTH** _____
8. **ROLL NUMBER** _____
9. **Year of Passing** _____ **Session / Term** _____
10. **INSTITUTION FROM WHICH APPEARED** _____
11. **AMOUNT OF FEE PAID RS.** _____ **BANK CHALLAN / RECEIPT NO.** _____ **DATE** _____
12. **POSTAL ADDRESS** _____

Please paste
a passport size
photograph attested
on face side by
the Principal

I solemnly declare that the facts mentioned in the application form are correct.

SIGNATURE OF APPLICANT _____ **DATE** _____

CERTIFICATE OF THE CONCERNED PRINCIPAL

I hereby certify on the basis of the College/Institution record that Mr/Miss _____
son/daughter of _____, whose particulars are given in this form is the same person who
passed the _____ examination under the Roll Number _____ in the year _____ from
_____ College/Institution and the particulars filled in by him/her are correct.

We have no objection if the above Certificate/Diploma is issued direct to him/her.

SIGNATURE OF PRINCIPAL _____ **OFFICIAL STAMP** _____

I hereby state on solemn affirmation that I _____ son/daughter of _____
_____ have lost my original Certificate/Diploma bearing Serial Number _____ in the following circumstances:

Nothing has been concealed and I shall be bound for any legal action if my statement proved to be incorrect.

SIGNATURE OF APPLICANT _____

WITNESS NO. 1

NAME _____ **ID CARD NO.** _____ **SIGNATURE** _____

WITNESS NO. 2

NAME _____ **ID CARD NO.** _____ **SIGNATURE** _____

INSTRUCTIONS

1. **The Diploma / Certificate can be received by the Candidate itself or will be send to the College concerned.**
2. Duplicate/Triplicate copy of the Certificate/Diploma will only be issued if the Board is satisfied that the Original one has been lost.
3. Overleaf certificate of the concerned principal is to be signed by the principal of the Institution/College through which the candidate appeared and passed.
4. Applicant must paste a recent passport size photograph duly attested on face side by the concerned principal at the space shown in the Form.
5. Fee for DUPLICATE certificate is Rs. 1320/- as Normal Fee Delivery within 20 days. (Attach the bank Challan / receipt in original)
6. Fee for DUPLICATE certificate is Rs. 2640/- as Urgent Fee Delivery on same day. (Attach the bank Challan / receipt in original)
7. Fee for TRIPLICATE certificate is Rs. 2640/- as Normal Fee Delivery within 20 days. (Attach the bank Challan / receipt in original)
8. Fee for TRIPLICATE certificate is Rs. 3960/- as Urgent Fee Delivery on same day. (Attach the bank Challan / receipt in original)
9. Prescribed fee may be remitted through online generated Bank Challan from KP BT&CE Website (www.kpbte.edu.pk) or submit in MCB Bank opposite to the this Board.
10. Online Generated Challan can be submitting in any MCB Bank.
11. Press cuttings from two leading local newspapers should also be attached with the form regarding the loss of Original/Duplicate Certificate with complete particulars i.e. Serial Number of Certificate, Roll Number, Session and Date of Birth.
12. Original FIR entered with the Local Police Station, to be attached with the Form.
13. Photocopy of the National Identity Card also to be attached with the Form.
14. Separate affidavit on Rs.100/- stamp paper duly signed by the student and attested by the Oath Commissioner.