University of Management and Technology

Clearance Form

Note: In case of leaving university before degree completion (dropout, credit transfer) the 1st point of clearance is OSSR

Student ID #: _____ Date: _____

Student's Name: _____ (Capital letters and as per matric certificate)

Father's Name: _____ (Capital letters and as per matric certificate)

Program: _____, Specialization: _____,

Credit Hours Completed: _____ CGPA: _____, Contact No.: _____

Email: _____

CNIC. # | | | | | | - | | | | | | | | - | |

Address (Home): _____

_____

Address (Office, if applicable): _____

_____

Designation: _____ Contact No.: _____

Clearance required for:

Final Transcript (FT) ☐ Interschool Program Change ☐ Semester Leave ☐ Leaving University

☐ **Departmental Clearances** **Participant's Signature**: _____

Name of Department	Location	Signatures with date	Office Stamp
Office of Student Success & Retention (OSSR)	2nd Floor, Center block, Main Building		
Office of Controller of Examinations (OCE)	1st Floor, Admin Block		
Office of Learning Resource Center (LRC),	Ground Floor, Library Building		
Office of Information Processing Center (IPC),	1st floor North Block, Main Building		
Alumni Office - OER, (Only for FT)	3rd Floor Admin Block		
Labs (Engineering Students Only)	SEN Building		
Scholarship Department (Scholarship Holders/ Financial Assistance only),	1st Floor, Admin Block		
Office of Technology Support (OTS),	2S-35, Level-2, South Block Main Building		
Office of Career Services (OCS)	2nd Floor Admin Block		
Office of Participant Accounts (OTR)	1st Floor, Admin Block		
Hostel (UMT Hostel Residents only),	Abbas Block, Mustafa Town, Wahdat Road, Lahore		
Office of The Registrar (ORG)	1st Floor, Admin Block		

Note: For Final Transcript, please attached attested photocopies of CNIC and all previous Certificates/ Degrees with picture (white background)