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Passport size photograph

**UNIVERSITY OF OKARA**

**2- KM Main Multan Road, Renala Khurd Bypass, Okara**

**UNIVERSITY TRANSPORT REQUISITION FORM**

For Students (Only for Girls)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name & D/o |  | | | | |
| Roll No |  | | CNIC |  | |
| Department |  | | Shift (Morning/Evening) | |  |
| Semester  (Starting—End date) |  | | | | |
| Student  Contact Number |  | | Father  Contact Number |  | |
| Pick-Up Point |  | | | | |
| Payment of Fee  (Kindly tick the relevant option) | | Full Fee of Semester  or  In Installments of Semester (maximum two installments) | | | |
| Signature of Student |  | | | | |

Please Attach following Documents:1: Copy of Student card, 2: Copy of CNIC or B-Form

Departmental Verification

|  |  |
| --- | --- |
| Head of Department |  |
| Signature  (with Date and stamp) |  |
| Departmental Diary No(case forward to Transport Section) |  |

Transport Section

|  |  |  |
| --- | --- | --- |
| Vehicle Request Received | Diary No. | Date |
|  |  |
| Details of Allocated Vehicle | Vehicle No | Vehicle Type |
|  |  |
| Request Status | Approved | Not Approved |
| Fee (According to rate List of Rout)  **(Route Fee x 06)** | **Six Months Total Fee Rs.** | |
| Verified by transport Officer |  | |
| Transport Section Diary No(case forward to Treasurer Office) |  | |

Treasurer Office

|  |  |  |  |
| --- | --- | --- | --- |
| **1st Challan** | Challan No. | Amount Paid (Rs.) | Verified by Receipts Section |
| **2nd Challan**  **(in case of Installments)** |  |  |  |
| Departmental Diary No. (case forward to Transport Section) |  | | |

**Note:**

\* The one-time registration of student for complete semester. Students are allowed to deposit their fee in two installments. For availing the services of transport student is bound to pay complete transport fee.

\*For registration cancel student submit application to their Head of Department before 10 days.

\* The registration of student for availing university transport shall stand cancelled in case of breach of university discipline rules or non-payment of challan within 10 working days from the start of semester and registration shall be offered to the next student in the waiting list.