

Final Transcript and Degree Clearance Form

I _____ Registration No: _____ of _____ Program,

have completed all degree requirements. Please issue cheque in favor* of _____

Contact No: _____ E- Mail ID: _____

**Cheque will be issued in the name of student or parents only which must be picked up within six months of issue date, after which the cheque will be forfeited.*

Final Transcript and Degree Processing fee AED 525/- (Including 5% VAT)

Student (Sign & Date)

For Official Use

Admissions

Eligibility criteria fulfilled ☐

Remarks: _____

Admissions (Sign & Date)

Computer Lab

Remarks: _____

Lab Administrator (Sign & Date)

PRO

Remarks: _____

PRO (Sign & Date)

Library

Remarks: _____

Librarian (Sign & Date)

Finance Office

Remarks: _____

Finance Officer (Sign & Date)

Records Office

Remarks: _____

Records Controller (Sign & Date)

Remarks: _____

Head of Campus (Sign & Date)

STUDENT RECEIVING
(After Collection of Transcript and Degree)

All information reported on

☐ Final Degree is checked and does not require any corrections

☐ Final Transcript is checked and does not require any corrections

Received by: _____

Sign & Date: _____

Emirates ID # / Student Reg. # (in case of authority letter): _____

Please attach following mandatory documents:

- **Requirements for Bachelors Students:**

- a) Attested copy of Intermediate (Mark Sheet & Certificate) **OR** A' Level results (*A' Level students must submit Passport copy with father's name correctly spelt in English*) b. **Student's name, father's name and date of birth should exactly match all degrees & transcripts, Matric and Intermediate level qualifications and CNIC/Passport**
- b) Passport, Visa page copy and Emirates ID card copy.

- **Requirements for Masters Students:**

- a) Copy of Intermediate (Mark Sheet & Certificate) **OR** A' Level results (*A' Level students must submit Passport copy with father's name correctly spelt in English*)
- b) Attested copy of Last Degree issued and Transcript copy of the same. (Please show the original attested documents while submitting the request form) *{If father's name is not mentioned on last transcript / degree, then the student MUST submit Passport copy with father's name correctly spelt in English}*
- c) Passport, Visa page copy and Emirates ID card copy.

INSTRUCTIONS:

- Extra course (s) if taken (elective/bi-major) _____
 - Final Transcript & Pass Certificate will only be issued after all requirements for the degree are completed including the submission of all the educational documents.
 - No changes will be made in Degree, Final Transcript & Pass Certificate once issued.
 - Only those candidates who become eligible to receive the Final Transcript & Pass Certificate will be eligible to receive the Degree*.
 - In case of nominating someone else to collect the Degree, Final Transcript & Pass Certificate, the student should email authority letter to the Records Department; the nominee in order to collect documents will have to submit a copy of the Emirates ID.
 - **Final Transcript and Degree Form must be submitted at the Records Department.**
- Transcript & Pass Certificate will be issued after approximately 3 months of official closing of semester.

UNDERTAKING FOR NAME & FATHER'S NAME
(AS MENTIONED ON MATRICULATION CERTIFICATE)

I, Mr./ Ms. _____

s/o / d/o _____,

Registration# _____ student of _____ Program at

Shaheed Zulfikar Ali Bhutto Institute of Science and Technology (SZABIST) Dubai

Campus; **HEREBY UNDERTAKE** that the Name, Father's Name & their Spelling

mentioned on the Intermediate Certificate and Marksheet/ A Levels Equivalence/ GED

Equivalence is correct and the same shall be used for the issuance of Final Transcript,

Pass Certificate & Degree by SZABIST. I hereby also acknowledge and understand that

all my educational documents, passport and CNIC should have the same name and

spelling as on the Intermediate Certificate and Marksheet/ A Levels Equivalence/ GED

Equivalence. SZABIST does not take any responsibility related to HEC attestation if

above are not adhered to.

EXACT Name, Father's Name, Spellings as per Intermediate Certificate and
Marksheet/ A Levels Equivalence/ GED Equivalence

STUDENT'S NAME IN CAPITAL LETTERS

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FATHER'S NAME IN CAPITAL LETTERS

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I will not request for any changes to be made once the Final Transcript & Pass Certificate is issued to me by SZABIST.

Student's Signature & Date

SZABIST

ALUMNI DATABASE FORM

Name: _____

Registration No.: _____ Passing year: _____

Degree Completed: _____ Major: _____

Organization of Employment: _____

Designation: _____

Office Address: _____

Office Phone: _____ Office Fax: _____

Office Email: _____

Residence Phone No: _____ Mobile: _____

Personal Email: _____

Signature

Date

Instructions: The candidate must fill and submit this form with the final transcript request from.



SZABIST GRADUATE SURVEY

Computing & Engineering Sciences

This survey is designed to gain a better understanding of the graduate student experience at Computing department, SZABIST, Dubai. Please note, this is an anonymous survey; there are no identifiers in this questionnaire that can disclose your identity. Thank you for taking the time to complete this important survey. Your time and efforts are greatly appreciated!

A. General Information

| | | | |
|-------------------------|--|---------------------------|--|
| Name | | Year of Graduation | |
| Registration No. | | Program | <input type="radio"/> BSCS <input type="radio"/> MSCS |
| E Mail | | Contact No | |

1. What was the **most** important reason for your enrollment at SZABIST, Dubai? **(Please select one answer)**
 - ☐ Reputation and prestige of the University
 - ☐ Cost of Tuition Fee
 - ☐ Location
 - ☐ Diversity of Program Offerings
 - ☐ Recommendation by Friends
 - ☐ Recommendation by Family
 - ☐ Others, please specify: -----
2. Do you have any job offer?
 - ☐ YES, please specify: -----
 - ☐ NO
3. Do you have plans to pursue Graduate studies in the near future?
 - ☐ YES, please specify program you intend to pursue -----
 - ☐ NO



SZABIST GRADUATE SURVEY
Computing & Engineering Sciences

B. On your experience at Computing Department, specifically to what extent your education has contributed to the achievement of the intended student outcomes. Please help us improve our services by putting a check mark (✓) on the box which corresponds to your answer.

| S# | Statement | Strongly Agree | Agree | Uncertain | Disagree | Strongly Disagree |
|-----|--|----------------|-------|-----------|----------|-------------------|
| 1. | Overall, I am satisfied with the program. | | | | | |
| 2. | I am satisfied with quality of instruction in the program. | | | | | |
| 3. | The sequencing of courses within the program is well-balanced. | | | | | |
| 4. | The scheduling of courses is appropriate and reasonable. | | | | | |
| 5. | The elective courses offered are practical and adequate. | | | | | |
| 6. | Your education exhibits application of knowledge of science, computing and mathematics appropriate to the discipline. | | | | | |
| 7. | Your education promotes the ability to analyze problems and identify and define the computing requirements appropriate to their solution. | | | | | |
| 8. | Your education develops the ability to design, implement, and evaluate computer-based systems and processes to meet desired needs of varying complexities. | | | | | |
| 9. | Your education develops the ability to function and work effectively in teams | | | | | |
| 10. | Your education promotes the understanding of professional, ethical and social issues and responsibilities. | | | | | |
| 11. | Your education teaches the ability to communicate effectively with a wide range of audience. | | | | | |
| 12. | Your education paves the way to recognize the need for and the ability to engage in lifelong learning. | | | | | |
| 13. | Use of current techniques, skills, and tools necessary for mechatronics engineering practice. | | | | | |
| 14. | The quality of education prepares students well for their career plans | | | | | |



SZABIST GRADUATE SURVEY

Computing & Engineering Sciences

C. On Advising Services, Curriculum and Instruction

| S# | Statement | Strongly Agree | Agree | Uncertain | Disagree | Strongly Disagree |
|-----------|--|-----------------------|--------------|------------------|-----------------|--------------------------|
| 1. | The level of academic advising support is adequate. | | | | | |
| 2. | Program Manager is available and helpful to students. | | | | | |
| 3. | Faculty members are readily available for assistance on course related requirements. | | | | | |
| 4. | The program core courses are well taught. | | | | | |
| 5. | Courses by visiting faculty are well taught. | | | | | |
| 6. | The final year project experience prepares students well for professional world. | | | | | |
| 7. | The degree of academic challenge is excellent. | | | | | |

D. Facilities and Academic Infrastructure

| S# | Statement | Strongly Agree | Agree | Uncertain | Disagree | Strongly Disagree |
|-----------|---|-----------------------|--------------|------------------|-----------------|--------------------------|
| 1. | Teaching facilities are adequate to support the program. | | | | | |
| 2. | The departmental laboratories are satisfactory and meet intended purpose. | | | | | |
| 3. | Software applications available are up-to-date, licensed and appropriate. | | | | | |
| 4. | The library facilities (computers, online journals, study desks, etc.) are suitable and sufficient. | | | | | |
| 5. | There is adequate career advising available from Student Placement Cell (SPC). | | | | | |
| 6. | Course Registration process | | | | | |
| 7. | Fee Submission Process | | | | | |
| 8. | Examination services | | | | | |
| 9. | Student Advisor | | | | | |
| 10. | Zabdesk user-friendly interface | | | | | |
| 11. | Safety and security at campus | | | | | |
| 12. | Cleanliness at campus | | | | | |
| 13. | Cafeteria/canteen hygiene | | | | | |
| 14. | Labs, Wi-Fi and Printing facilities | | | | | |
| 15. | Photocopying facilities | | | | | |
| 16. | Recreation room | | | | | |
| 17. | Availability of drinking water | | | | | |
| 18. | Washrooms facilities | | | | | |



SZABIST GRADUATE SURVEY
Computing & Engineering Sciences

E. In your opinion, what are the strongest points of the Department?

F. In your opinion, are there any resources or services that you would like to see offered to graduates?
