



# Attention

It is intimated that the R&R department will receive all types of requests (letter grades, pass certificates, final transcripts, verifications attestation etc) from the applicants in the controller record office from **10:00 to 18:00** daily (except Sundays).

The already existing records office will be **out of bounds** for all.

Public dealing will also be done in the office of controller records.

**M. Sohail Aslam**  
***Controller Records***