
















## CHECK LIST FOR HIGHER QUALIFICATION ALLOWANCE.

	Application Duly Recommended By The Head Or Next Higher Authority
	Original and attested copy of relevant degree.
	Original and attested copy of verification of relevant degree from concerned Institution in memo shape.
	Relevant degree must be verified from the HEC, Islamabad.
	Attested copy of CNIC.
	Attested copy of first appointment orders along with joining.
	Attested copy of orders in present grade along with joining.
	Departmental permission before taking admission duly issued by the competent authority.
	Attested copy of entire service record.
	Complete Bio-data/CV.
	Affidavit about non availing any benefit prior this on the basis of same qualification.
	Attested copy of last pay slip.
	Attested copy of all Educational certificates / degrees.
	Attested copies of sanction of study leave if the applicant availed for doing relevant course/degree.
	Clear cut recommendations of DEO (SE)/EDO (Edu.) concerned.