

## **Passport Information**

In order to register for **SAT**, getting your personal passport made is mandatory.

Following are the information and process for machine readable passport (MRP)

### **Process**

- Bank challan receipt and fee deposit at National Bank of Pakistan.
- Arrival of Applicant at Customer Service Counter.
- Token Counter + Photograph Capturing.
- Biometric Data Capturing. i.e.(Finger Print)
- Data Entry by the passport office
- Verification as per Office Record.
- Interview and Decision by Assistant Director.
- Passport Delivery Counter.

### **Documents required**

Pre-requisites to apply for a Machine Readable Passport (MRP) are as follows:

If you are 18 years or above then you have to present the following at the passport office:

- Original paid bank challan receipt with fee deposit
- Original CNIC issued by NADRA with its 2 copies
- Old passport if it is issued and its copy

If you are under 18 years then you have to present at the passport office the following:

- Original paid bank challan receipt with fee deposit
- Original children registration certificate (CRC) or B-Form (فارم ب) issued by NADRA with 2 photocopies, and also accompanied with parents
- Parents CNIC with their photocopies

### **Time Duration for delivery of Passport**

| <b>Category</b>   | <b>Fee</b> | <b>Number of Days</b> |
|-------------------|------------|-----------------------|
| Normal (36 Pages) | PKR 3,000  | 10 Days               |
| Urgent (36 Pages) | PKR 5,000  | 4 Days                |

### **Passport Office Timings**

Monday to Thursday 8.30 am till 1.00 pm & on Fridays 8.30 am till 12.00 pm

For further information you can contact the below helpline/ website:

Helpline: 0800-34477

Website: <http://www.dgip.gov.pk>

**Please note that passport fee will NOT be paid by LUMS.**