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

<table>
<thead>
<tr>
<th>Category</th>
<th>Fee</th>
<th>Number of Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>Normal (36 Pages)</td>
<td>PKR 3,000</td>
<td>10 Days</td>
</tr>
<tr>
<td>Urgent (36 Pages)</td>
<td>PKR 5,000</td>
<td>4 Days</td>
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</tbody>
</table>

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](http://www.dgip.gov.pk)

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