**Passport Information**

In order to register for SAT, passport requirement 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 which is Rs.3000 for normal passport & Rs.5000 for urgent passport.
- 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**

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

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

**Time Duration for delivery of Passport:**

- Normal ---------------10 days
- Urgent-----------------4 days

**Passport office timings:** Monday to Thursday 8.30am till 1.00pm & on Fridays 8.30 till 12.00pm

**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.**