

## **IMPORTANT CONTACTS FOR RESOLUTION OF QUERIES**

The Registrar office, for your convenience, advice you to write to the relevant department/section for resolution of your queries.

The details are as follows:

1. Academic Queries/Result/Grade, please write to your academic advisors.
2. Attendance/Leave/ Timetable, please write to your administrative focal person.
3. Fee/Challans/Installments etc, please write to [tahir.fareed@nca.edu.pk](mailto:tahir.fareed@nca.edu.pk)
4. Extra ordinary Leave/Request for Letter/ Bonafide, any formal correspondence/Admission correspondence, please write to [os.education@nca.edu.pk](mailto:os.education@nca.edu.pk)
5. Transcript/Degree Verification, please write to [exam@nca.edu.pk](mailto:exam@nca.edu.pk)
6. Idrak Login/Password, please write to [idrak@nca.edu.pk](mailto:idrak@nca.edu.pk)
7. College Email ID/Login/Password, please write to [support.it@nca.edu.pk](mailto:support.it@nca.edu.pk)
8. For Career Counseling/Internship/Job, please write to [placement.office@nca.edu.pk](mailto:placement.office@nca.edu.pk)
9. For general queries, please write to [info@nca.edu.pk](mailto:info@nca.edu.pk)
10. Fee waiver/grievances/harassment, please write to [studentco@nca.edu.pk](mailto:studentco@nca.edu.pk)
11. For scholarship queries, please write to [udc.education@nca.edu.pk](mailto:udc.education@nca.edu.pk)
12. Degree Attestation issue on Pakistan Qualification Register(PQR) HEC, please write to [registrar@nca.edu.pk](mailto:registrar@nca.edu.pk)

**Note:** Please do mention your personal details (Name, Contact, Email) clearly for further official correspondence.

**Registrar Office**