

## TEACHERS' SIS DATA CORRECTION PROFORMA

**Have You Avail E-Transfer/Online Promotion Facility?**  Yes  No

**A) If YES then DO NOT FILL this Proforma for:**

- i) Contract Type correction ii) Designation Correction iii) Subject Correction iv) Grade Correction and  
v) Date of posting in Current School

➤ **MUST ATTACH ATTESTED COPY OF RELEVANT DOCUMENTS FOR ANY CORRECTION**

### SCHOOL INFORMATION

EMIS Code		School Name	
Head Contact		Date	

### TEACHER'S INFORMATION

Personal #		Teacher's CNIC	
Teacher Name		Teacher's Cell #	

It is certified that I have checked my profile on SIS application and found mistake(s). It is requested that below mentioned mistake (s) may kindly be corrected as per my original record.

<b>Correction Required (Only Fill Relevant Field)</b>	<b>Incorrect Data on SIS (If any)</b>	<b>Correct Data</b>	<b>Screenshot Attach (Y/N)</b>
Name (English)			
CNIC #			
CNIC Date of Birth			
Gender			
AG Personal #			
Designation			
Grade			
Date of Joining in Service			
Date of Posting in Current School			
Domicile			
Date of Last Promotion			
District of Last Promotion			
Others			
Posted as			

This is to certify that:

1. I have checked above mentioned data and change/correction suggest/recommended above are correct as per original relevant record of the teacher.
2. Relevant proof (s) is/are attached herewith for ready reference.

Signature & Stamp  
of Head Teacher \_\_\_\_\_

Signature &  
Stamp of AEO \_\_\_\_\_

Signature & Stamp  
of Dy. DEO/DEO \_\_\_\_\_

The District Focal Person SIS  
o/o Chief Executive Officer (DEA) Kasur \_\_\_\_\_