

S.No.

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JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY
APPLICATION FOR TRANSCRIPTS. (1999-2000 batch onwards)
 (To be submitted through the College where studying)

Name and Address of Student: _____

Course _____ .Branch: _____ H.T. No. _____

College where studying / studied: _____

DETAILS OF B.TECH. TRANSCRIPTS REQUIRED

(See backside for Instructions)

(i) Set of memos of marks (If the space is insufficient write details onback-side)

S.No.	Year -Semester(All)	Month & Year	Month & Year	Month & Year	Month & Year
1					
2					
3					
4					
5					
6					
7					
8					

Total No. of marks memos in a set(a): _____

No. of sets required (b): _____

(ii) Transcript of Consolidated Marks Memo

No. of copies required (c): _____

(iii) Transcript of Provisional Certificate

No. of copies required (d): _____

(iv) Transcript of any other document*(_____)

No. of copies required (e): _____

Total amount paid towards cost of Transcripts = [(a×b) + c + d + e] × Rs.60.00
 = Rs. _____

Challan No. _____, Date. _____ (Enclosed)

Place:

Date:

SIGNATURE OF APPLICANT

FORWARDED

Place:

Date:

SIGNATURE OF PRINCIPAL

OFFICE SEAL:

INSTRUCTIONS

The following transcripts will be issued by printing the required documents on security paper.

- (i) Transcripts of B.Tech. examinations (2000 to till date)
- (ii) Transcripts of B.Pharmacy examinations (2009 batch to till date)
- (iii) Transcripts of M.Tech / M.Pharmacy examinations (2009 batch to till date)
- (iv) Transcripts of MBA/ MCA examinations (2005 batch to till date)

One set of the above documents [i.e., one set of marks memos + one CMM + one PC] or part of the set of the above documents, will be issued along with an envelope. For each set of the above documents *only one envelope* will be given. ***It may be noted that for the above items photo-copies need not be enclosed.***

The students, who require their transcripts, have to submit duly filled-in prescribed application for issue of transcripts, in the Examination Branch, JNTUH, along with the necessary amount of fee (@ Rs.60-00 per transcript) in the form of State Bank of India challan only. The challan can be payable in any Branch of State Bank of India.

If the students require any other document other than the documents mentioned above, they shall submit the filled-in application (in the prescribed format), along with the required number of photo-copies (Xerox copies) of the document(s), duly attested by the Principal, with stamp, of the College / Institution, where the student has completed the course. The fee challan (@ Rs.60-00 per transcript) has to be enclosed to the application. The attestation of the Principal, with stamp, on each Xerox copy is mandatory.