

S.No. 

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**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY**

APPLICATION FOR TRANSCRIPTS OF B.TECH. (1999-2000 batch onwards)

(To be submitted through the College where studying)

Name and Address of Student : \_\_\_\_\_

Course : B.Tech. 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 on back-side)

S.No.	Year - Semester	Month & Year	Month & Year	Month & Year	Month & Year
1	I B.Tech.				
2	II B.Tech-I Sem				
3	II B.Tech-II Sem				
4	III B.Tech-I Sem				
5	III B.Tech-II Sem				
6	IV B.Tech-I Sem				
7	IV B.Tech-II Sem				

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 =  $[(a \times b) + c + d + e] \times \text{Rs.}40.00$ 

= Rs. \_\_\_\_\_

Challan No. \_\_\_\_\_, dt. \_\_\_\_\_ (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) Marks Memos of B.Tech. examinations (1999-2000 batch onwards)
- (ii) Consolidated Marks Memo of B.Tech. course (1999-2000 batch onwards)
- (iii) Provisional Certificate of B.Tech. degree (1999-2000 batch onwards)

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.40-00 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.40-00 per transcript) has to be enclosed to the application. The attestation of the Principal, with stamp, on each Xerox copy is mandatory.