

S.No.

--	--	--	--	--	--

# 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×b) + c + d + e] × Rs.40.00

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

D.D. No./Challan No. \_\_\_\_\_, dt. \_\_\_\_\_ (enclosed)

Name of the Bank : \_\_\_\_\_

\* Attach photo copy/copies of the document and write details of the document in brackets

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, to the Principal, along with the necessary total amount of fee (@ Rs.40-00 per transcript) in the form of D.D. or challan. The D.D. for the total amount of fee must be in favour of the Registrar, JNTU, drawn on Hyderabad, on any Nationalized Bank.

If the student requires any other document other than the documents mentioned above, he has to submit the filled-in application along with the required number of photo-copies of the document(s) and the fee (@ Rs.40-00 per transcript) in the form of D.D./challan.