



FORM-4

S.No.

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(For Transcripts only)

**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD
TELANGANA (INDIA)**

**Application For Transcripts of B.Tech, B.Pharm, M.Tech, M.Pharm
(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 TRANSCRIPTS REQUIRED

(See backside for Instructions)

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

Sl. No.	Year - Semester	Regular Exams	Supplementary Exams		
		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)x(b) + c + d + e] × Rs.60/- = Rs. _____

Challan No. _____, dt. _____ (enclosed)

Place :

Date :

SIGNATURE OF APPLICANT

FORWARDED

Place:

Date:

SIGNATURE OF PRINCIPAL

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 University, Hyderabad along with the necessary amount of fee (**@ Rs.60/- per transcript**) in the form of **State Bank of India challan only**. The challan shall be payable at **State Bank of India, JNTUH Campus, JNTUH University, Hyderabad.**

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