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JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY KAKINADA
KAKINADA – 533 003, ANDHRA PRADESH

APPLICATION FOR TRANSCRIPTS OF PG COURSES
(To be submitted through the college where studying)

Name of the Student : _____

Course : _____ Branch : _____

H.T. No. :

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College where studying: _____
/ studied

DETAILS OF TRANSCRIPTS REQUIRED

1. Set of Memos of Marks (If the space is insufficient write details on back – side)

SNo	Course	Year-Sem	Month & Year	Month & Year	Month & Year	Month & Year

2. Total No. of Marks Memos in a set (a) : _____

No. of Sets required (b) : _____

3. Transcript of Provisional Certificate (c) : _____

Total amount paid towards cost of Transcripts = $[(axb)+c] \times \text{Rs.}40 = \text{Rs.}$ _____

DD No. / Challan No. _____ dt. _____ (enclosed)

Name of the Bank: _____

Signature of Applicant

FORWARDED

Place :

Date :

Signature of the Principal
(with office seal)

INSTRUCTIONS

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 (@40-00 per transcript) in the form of DD. The D.D. for the total amount of fee must be in favour of the Registrar, JNT University Kakinada, payable at Kakinada, drawn on any Nationalized Bank.
