

Shaheed Bhagat Singh College of Engineering & Technology, Ferozepur

Dated: ____ / ____ / 200__

Ref. No. : SBS/FZR/____

**The Dean (Examination),
Punjab Technical University,
Jalandhar – Kapurthala Road,
Near Science City, Kapurthala.**

Subject: Issuing of Transcripts -Regarding

Respected Sir,

With due respect it is stated that the undersigned has cleared all the subjects (theory & practical) from 1st Sem. / 3rd Sem. to 8th Sem. I have also been issued the Degree certificate. All the attested copies of DMC's and degree certificate have been enclosed herewith. My personal and academic details are given below:--

1. Name: _____ 2. Father's Name:-- _____

3. Univ. Roll No.: _____ 4. Branch: _____

5. Batch: _____ 6. Passing Session: May / Dec., 200__

| Sr. No. | Sem. | Marks Obtained | Max. Marks | Passing Session | Signature of Deptt. Clerk |
|---------|------|-------------------------------|---------------------------|--------------------------|---------------------------|
| 1 | I | | | | |
| 2 | II | | | | |
| 3 | III | | | | |
| 4 | IV | | | | |
| 5 | V | | | | |
| 6 | VI | | | | |
| 7 | VII | | | | |
| 8 | VIII | | | | |
| | | | | | |
| | | ▲ Total Marks Obtained | ▲ Total Max. Marks | ▲ Aggregate % age | |

I had already cleared my No-Due's and submitted my Identity Card issued by the college. I hereby declare that all the above said facts/statements are true and I will be personally responsible for any kind of misinformation.

You are requested to issue me ____ set(s) of transcript for seeking admission in _____ University.

(Signature)

Name: _____

Encl.: __ Attested copies of DMC's and Results

Forwarded and verified (by the concerned Deptt)

(Deptt. Clerk) (Signature of the HOD with seal)

**Forwarded to the Dean (Exams), PTU, Jal.,
for further n.a. please.**

(Director)

Personal and Academic information of the student concerned have been verified. The student has cleared No-Due's and submitted the Identity Card.

(Clerk – Student Section) (Receiving Official) (I/c – Student Section)