



NEHRU ARTS AND SCIENCE COLLEGE

(An Autonomous Institution affiliated to Bharathiar University)
(Reaccredited with 'A+' Grade by NAAC, ISO 9001: 2015 & 14001:2004 Certified
Recognized by UGC with 2(f) & 12B, Under Star College Scheme by DBT, Govt. of India)
Nehru Gardens, Thirumalayampalayam, Coimbatore-641 105, Tamil Nadu



APPLICATION FOR TRANSCRIPTS

(Request for attestation of Transcripts for further Studies / Visa Purpose)

1. Name of the Candidate :
2. Register Number :
3. Name of the Degree & Branch :
4. Address with Contact No. :

5. No. of set/s & No. of Cover/s :
6. Name of the authorized person & :
Address with Contact No.
(if applicable)

Date :

Signature of the Candidate / Authorized Person

Name of the Candidate :

The Application Fee _____ + WES Form Attestation Fee _____.

Total amount of Rs. _____/- may be collected for Transcription and WES form attestation for _____ set/s.

Date :

Controller of Examinations

Principal

FEE DETAILS

Transcription Attestation Fee : Rs.1500 x ____sets = Rs.

WES Form Attestation Fee : Rs. 200 x ____sets = Rs.

Total = Rs.

Encl. : Bank Challan / Fee Receipt for Rs. : _____ Receipt No. : _____ Date : _____

Instructions Transcripts attestation for further studies / visa purpose

1. The candidate should submit all the **Original Certificates** for **Transcripts**.
(Application will not be consider for Transcript without Original Certificates)
2. A4 size cover (plain) for each set should be submitted.
3. If the candidate want to obtain through post, a full scape (A3) self addressed cover with necessary stamp should be submitted along with their certificates.
4. The Candidate should submit the duly filled in application form in Person / Person authorized by the Candidate (along with authorization letter and photocopy of the Government authorized proof of Identity of Person authorized) at the Office of the Controller of Examinations.
5. The Person who is submitting the Application form for Transcripts should come and collect the Transcripts, if not able to come and collect the Transcripts, an Authorized Person (Along with the Authorization Letter to collect the Transcript along with a photocopy of the Government authorized Proof of Identity of Person collecting Transcripts) can collect the Transcript at the Office of the Controller of Examinations.

FEE DETAILS:

Transcripts attestation fees: Rs.1500/- per set

WES form attestation fees : Rs.200/- per set

Check List

1. Transcript Application (Filled by the Candidate)
2. Mail Copy (Highlight the purpose of Transcript)
3. All Original Certificates (Issued by the Institutions)
4. A4 size Green cloth cover (plain)
5. WES Application (Original colour form)
6. Fee Receipt (Original)