



**OFFICE OF THE CONTROLLER OF EXAMINATIONS**  
**APPLICATION FOR ISSUANCE OF TRANSCRIPTS**  
**(Fee Rs.500/- for each set of transcripts to collect in person or**  
**Rs.500/- plus Rs.100/- to collect through post)**

1	Name of the Applicant (in CAPITAL LETTERS)		
2	Date of Birth		
3	VTU Number		
4	Register Number		
5	Degree and Branch		
6	Period of Study		
7	Month and Year of Passing		
8	Purpose of applying Transcript Certificate		
	(a) For higher studies	Yes / No	
	(b) For employment	Yes / No	
9	Address to which the Transcript has to be sent by speed post		
		Pin code:	
10	Phone Number / Mobile No.		
11	Do you want to get the Transcript in person	Yes / No	
12	No. of copies required		
<b>Fee Remittance Particulars (Proof to be enclosed)</b>			
Date	Receipt No.	Online Payment transaction No.	Amount of fee

PLACE:

DATE :

SIGNATURE OF THE CANDIDATE

Note:

After filling up the transcript application, scan and email to [coe@veltech.edu.in](mailto:coe@veltech.edu.in) for necessary processing.  
For passed out students, the scanned copy of the transcripts will be emailed to their VTU email ID