



VISVESVARAYA TECHNOLOGICAL UNIVERSITY

"Jnana Sangama", Belagavi- 590018

Application for issue of Official Transcript (OT)

For Students of Non-Autonomous Colleges Only

POINTS TO NOTE

- Pay online only by SBI Payment link <http://vtu.ac.in/online-fee-payment> and enclose Online Receipt of fees paid
- DDs are not accepted
- Fees paid once cannot be refunded. Please check you are eligible to apply for PDC before submitting application.
- Do not attach copies of marks cards or any other document.
- **Transcript will contain grades/marks only up to the the earliest semester without any backlogs**
- As per notification dated 5th May 2020, Scan the application and online payment receipt and other documents(if any) to examdocs@vtu.ac.in

OT

By Post Only

| | | | |
|---|---|---|--|
| Name of Student (As on Grade/Marks Cards) | | | |
| University Seat Number | | Old USN (if applicable): | |
| Status at time of application (Choose one) | <input type="checkbox"/> Applying after completion of Degree | Month & Year of completion of Degree: _____ | |
| | <input type="checkbox"/> Applying before completion of Degree | Current Semester: _____ | |
| Details of Fees Choose Category "F – Fees to be paid by student" – Examination | Fees: ₹ 500-00 for first Transcript + ₹ 300-00 for each additional Transcript | | |
| | No. of Transcripts required: <input type="text"/> | Fee paid: ₹ _____ | |
| | Payment ID: _____ | Date: _____ | |

CHECKLIST

- I declare that I have not studied in an Autonomous college
- Online receipt of fees paid

Signature: _____

Name & Address: _____

Date: _____ Mobile: _____ Emailid: _____

| Application by Post | Application by Hand (In person at VTU Belagavi) |
|--|---|
| Send the filled and signed application form and online receipt of fees paid to the following address: Registrar (Evaluation) Visvesvaraya Technological University Jnana Sangama, Belagavi- 590018 | <ul style="list-style-type: none">• Applications are not received by hand due to Covid-19 Pandemic. |

For Office Use Only

Case Worker: _____

Special Officer: _____

To Be Filled By Applicant In BLOCK Letters

POSTAL ADDRESS TO WHICH OFFICIAL TRANSCRIPT IS TO BE SENT (This portion will be cut and pasted on envelope. Check for correctness) **Note: Postage fee of ₹ 1,500-00 to be added to the fees for addresses outside India**

| | | |
|---------|-----|---------|
| Name | | USN: |
| Address | | |
| | | |
| | | |
| | PIN | Mobile: |