GAYATRI VIDYA PARISHAD COLLEGE OF ENGINEERING
(Autonomous)
(Approved by AICTE, Affiliated to JNTUK, Kakinada)
Madhurawada, Visakhapatnam-530048.

COLLEGE OF ENGINEERING
(AUTONOMOUS)

APPLICATION FOR TRANSCRIPTS OF B.TECH / M.TECH / M.C.A
(To be submitted through the Head of the Department)

Name of the Student : _____

Course : _____Branch : _____

H.T. No. :

Mobile No. : _____

DETAILS OF TRANSCRIPTS REQUIRED

S.No	Course	Semester	Month & Year	Month & Year	Month & Year	Month & Year
1	B.Tech. / M.Tech. / M.C.A	I				
2	B.Tech. / M.Tech. / M.C.A	II				
3	B.Tech. / M.Tech. / M.C.A	III				
4	B.Tech. / M.Tech. / M.C.A	IV				
5	B.Tech. / M.C.A	V				
6	B.Tech. / M.C.A	VI				
7	B.Tech.	VII				
8	B.Tech.	VIII				

1. Total No. of Marks Memos in a set   (a) : _____
   No. of Sets required   (b) : _____

2. Transcripts of Consolidated Marks Memo
   No. of Copies required   (c) : _____

3. No. of covers (A4 size) required   : _____

Total amount paid towards cost of Transcripts = [(axb)+c] x Rs.30/- = Rs. _____

SBI Online Receipt No. _____dt. _____ (enclosed)

Name of the Bank _____
(Transcripts Fee Through Online Fee Payment (Visit : www.gvpce.ac.in)

Name of the Verifier**:**
Signature: _____

Signature of Applicant
Date: _____

HEAD OF THE DEPARTMENT   **PRINCIPAL**

INSTRUCTIONS

1. The students who require transcripts shall Email the scanned copy of duly filled in prescribed application for the issue of transcripts to the respective head of the department along with the receipt of necessary fee payment (@ 30 /- per transcript). The amount of fee shall be paid through **Online Fee Payment** link available in the college website **www. gvpce.ac.in.**

2. The scanned copy of the transcripts will be mailed to respective student.