

PUNJAB TECHNICAL UNIVERSITY JALANDHAR

Performa for Transcripts
Distance education program

Office use only

Fee per Transcripts.....

Postal charges per Transcripts.....

To

The Controller of Examinations,
Punjab Technical University,
Jalandhar

Subject: Issuance of Transcripts (No. of sets)

Respected Sir,

In reference to the above mentioned subject that I S/O

.....

University roll no. Branch / Course LC Code

.....

Name of Institute I need the Transcripts for per suing further study in abroad applying job in foreign country. Details of mark sheet are attached along with. Kindly issue me the same. I shall be very thankful.

Thanks

Yours Sincerely,

Name.....

Roll no.

Dated: