



राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला
National Institute of Technology, Rourkela

AC - R - 03
[For Transcripts]

To - Asst. Registrar [Academic]
NIT Rourkela, Odisha 769 008 [INDIA]

___/___/201__

Full Name [in BLOCK letters]	Mr./Mrs./Miss.
Roll No.	Mobile No.
Dept./Specialization	
Year of Passing [for Alumni]	

[Kindly attach & send the documents with this application form to the above address or e-mail an advance copy to verifications@nitrkl.ac.in]
 ✓ wherever applicable and strike whichever is not applicable

- Detail(s)/Document(s) authentication _____ [mention the detail(s)/attach the document(s)]
- Request for Transcripts/Verification Certificate

No. of sets required	
----------------------	--

ACADEMIC CREDENTIALS	ENCLOSURE	If 'Yes', kindly mention [S - Soft Copy / H - Hard copy]
Degree Certificate	Y/N	
Grade Card	Y/N	
Transfer - Migration - Conduction Certificate	Y/N	
Semester wise Grade Card(s) [Alumni, prior to 2006]	Y/N	

* Current students need not attach any; the same will be issued from Academic Office

Mode of dispatch POST BY HAND REPRESENTATIVE [authorization required]

APPLICANT ADDRESS - _____ INSTITUTION ADDRESS[ES] - [attach sheet for additional addresses]

PIN/ZIP - _____

MOBILE - _____

PIN/ZIP - _____

PIN/ZIP - _____

TRANSCRIPT SETS	TRANSCRIPT FEE [includes postal charges]	TOTAL
If no. of sets is upto two (02)	Rs. 500/-	
If no. of sets is more than two (02)	Rs. 200/- x _____ [no. of sets]	Rs. _____/-

* DEMAND DRAFT IN FAVOUR OF "DIRECTOR, NIT ROURKELA" payable at Rourkela [ONLINE PAYMENT FOR CURRENT STUDENTS ONLY]

I hereby, authorize Mr./Mrs./Miss. _____ [enclose ID proof] to receive the transcripts. [if necessary]

Representative's Signature _____

Applicant's Signature _____

.....FOR CURRENT STUDENTS ONLY.....

Student _____

Faculty Advisor/Supervisor _____

Head of the Dept. _____

.....FOR OFFICE USE ONLY.....

Received ___/___/___

Issued ___/___/___

Initials of AC Office _____

POST - DOCKET NUMBER UPON ISSUE _____

Received - Signature of the student/representative _____