

I.K.G 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,
I.K.G Punjab Technical University,
Jalandhar

Subject: Issuance of Transcripts (No. of sets)

Respected Sir,

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

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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: