



Office of the Controller of Examinations
Jahangirnagar University
Savar, Dhaka, Bangladesh

<i>Applicant's Photo</i> (Attested by Hall Provost)	Normal / Urgent	Office will be fillup : Amount of Taka deposited to bank :
	First /Duplicate/Triplicate	Receiving date of application : Serial No. : Issue date of Transcript :

Application for Transcript of Academic Records

1. Applicant's Name (Capital Letter) :
2. Father's Name (Capital Letter) :
3. Mother's Name (Capital Letter) :
4. Department/Faculty/ Institute :
5. Name of Hall :
6. ID. No. : Registration No
7. Name of the Program :
8. Name of Degree :
9. Commencement Trimester : Completing Trimester:
10. Major Field of Study :
11. Results : Total Credit Hour : Obtained CGPA :
12. Present Address :
.....
..... Mobile No :
13. Thesis/Research Project Title (**Clearly**) :
.....
.....
.....

N.B.: Must be attached the photocopy of SSC/HSC certificate.

Applicant's signature & date

S.L. No. of Transcript : :

Delivery date :

Applicant's signature

N. B.: Rate of Fees :

Name of Certificate / Transcript	Rate of Fees	
	Normal	Urgent
Provisional Certificate	1,500/-	1,800/-
Original Certificate	4,500/-	4,700/-
Transcript of Academic Records	1,800/-	2,000/-

1. The amount of fee will be deposite to “ **JU Evening & Weekend Program**” A/C no. **0200003830151**, **Agrani Bank Ltd. JU Br.** and attached the money receipt with the application form.
2. For Duplicate or Triplicate Certificate must be given a 'certificate loss advertisement' to any national dailys and a G.D. to nearly Police Station & a separate application with application form.

N.B.: For Academic Transcript please write down below the Course no. & Course title you have attended in EMBA/W MBA/EMCS/PMIT/.....(including Waived or prerequisite courses) degree level in this University.

Name of Semester	Course nos.	Course Titles	For Office use only		
			Credit Hours	Obtained Grade	Remarks