



THE WEST BENGAL UNIVERSITY OF HEALTH SCIENCES

DD-36, Salt Lake, Sector-1, Kolkata, W.B, PIN - 700 064

Website: <http://www.wbuhs.ac.in>; EPBX: (033) 2321 - 3461, (033) 2334 - 6602; Fax: (033) 2358 - 0100

Application Form for 'ACADEMIC TRANSCRIPT'

01.	NAME (in BLOCK letters as written in your registration certificate of the University)			
02.	Communication address with Pin code (where acknowledgment /other communication may be sent)			
03.	Phone No. / Mobile No.		E-mail:-	
04.	Registration No. of WBUHS (as printed in your registration certificate issued by WBUHS)			Year
05.	Details of first admission to a College affiliated to this University			
	Name of the College			
	Date of first admission			
06.	Details of Examination(s) passed under WBUHS			
	Examination (as printed on mark-sheet)	Roll No.	Year of passing	Result (as per mark sheet)
07.	Reason for applying transcript			
08.	Furnish the Address of University, Email, Fax No, Website where the certificate(s) is/are to be sent (include separate sheets if required)			
	University / Institute / College	Address	E-mail, Phone No., Fax No., Website etc.	
09.	No. of total copies of certificate required			
10.	Payment details: - Particulars of enclosed DD (Draft) <i>N. B: While submitting the Draft to the University Full Name along with the Mobile No. should be written on the reverse side of the draft.</i>			
	Name of the Bank	Branch	DD No.	Date
				Amount

- All entries are to be made strictly according to WBUHS documents like Registration Certificate / Mark-sheet.
- The application is to be forwarded by the Head of the Institution last attended.
- One (1) set of attested copy of all Mark-Sheet(s) including failed Mark-Sheet(s), where it is applicable and University Registration Certificate are to be enclosed along with this form at the time of submission.
- Fee: **Rs. 2,000/- (Rupees two thousand)** only per copy by means of Demand Draft in favour of 'The West Bengal University of Health Sciences' payable at Kolkata.
- Two computer typed address of the Institution in plain paper to which the transcripts is to be sent, duly signed by the candidate at the bottom is required.
- All the above columns should be filed in block letters.

Date:

Full signature of the candidate

Signature of 'Head of the Institute' with official seal

Date:

- Enclosures:** a) Bank Draft
b) Attested photocopy of Registration Certificate
c) Attested photocopy of all mark sheets including failed mark sheets arranged in chronological order
d) Letter of authorization if a messenger is to get the Transcript on behalf of the applicant