

**ACADEMIC SECTION**  
**NATIONAL INSTITUTE OF TECHNOLOGY, SILCHAR**

(APPLICATION FORM FOR TRANSCRIPT)

1. Name (in block letters) : \_\_\_\_\_
  
2. Contact address for communication : \_\_\_\_\_  
and sending the Transcript \_\_\_\_\_  
\_\_\_\_\_
  
- Contact E-mail ID / Phone / Fax : E-mail ID \_\_\_\_\_  
\_\_\_\_\_
  
- Phone \_\_\_\_\_ Fax : \_\_\_\_\_
  
3. No. of Transcript required : \_\_\_\_\_ copies
  
4. Amount Paid: DD/Cash Receipt No. : Rs. \_\_\_\_\_ DD/CR No. \_\_\_\_\_  
dtd. \_\_\_\_\_
  
5. University Roll/Registration No. : Roll No. \_\_\_\_\_ Regn No. \_\_\_\_\_
  
6. REC/NIT Scholar / Registration No.: \_\_\_\_\_
  
7. Years of Admission/Passing : Admission Yr. \_\_\_\_\_ Passing Yr. \_\_\_\_\_
  
8. Elective subjects taken in 7th Sem. : Full names \_\_\_\_\_  
\_\_\_\_\_
  
9. Elective subjects taken in 8th Sem. : Full names \_\_\_\_\_  
\_\_\_\_\_

Certified that the particulars given above are true to the best of my knowledge and belief.  
I shall be liable for all action, if any fact stated above is found to be false.

Date : \_\_\_\_\_

\_\_\_\_\_  
Full Signature of the applicant

{Please follow the instructions on overleaf}

## INSTRUCTIONS

1. Students completed the course under NIT shall enclose attested copies of all grade cards including improvement/ Summer Term etc.
2. Students completed the course under Assam University shall, along with application send all the photocopies of Marksheets duly attested by Gazetted Officer. They may also apply to Assam University directly for transcript, as per A.U norms, if they so desire.
3. Students completed the course under Gauhati University shall, along with application also send all the photocopies of Marksheets duly attested by Gazetted Officer. They may also apply to Gauhati University directly for transcript, as per G.U norms, if they so desire.
4. Students completed the course under Gauhati University & Assam University or Assam University & NIT shall apply to us with photocopies of all Marksheets duly attested by Gazetted Officer.
5. Fee for Transcript: First copy Rs. 1000.00. Subsequent copies Rs. 200.00 each.
6. Fees to be paid by DD in favour of “Director, NIT Silchar” payable at Silchar.
7. Student who obtained a Transcript from this Institute earlier, must enclose a copy of the same.
8. Request for Transcript in prescribed form with all documents & DD should be sent (by Speed Post only) to:

The Assistant Registrar (Academic)  
National Institute of Technology  
Silchar -788010, Assam.