



THE WEST BENGAL UNIVERSITY OF HEALTH SCIENCES

DD-36, Salt Lake, Sector-1, Kolkata, W.B, PIN-700064

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

1. All entries are to be made strictly according to WBUHS documents like Registration Certificate/ Mark-sheet.
2. The application is to be forwarded by the Head of the Institution last attended.
3. One(1) set of self-attested copy of all Mark-Sheet(s) including failed Mark-Sheet(s), where it is applicable and University Registration Certificate and pass certificate and Internship Certificate (where it is applicable) are to be enclosed along with this form at the time of submission.
4. 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.
5. 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.
6. 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 photo copy of Registration Certificate
- c) Attested photo copy of all mark-sheets including failed mark-sheets arranged in chronological order & Pass Certificate
- d) Letter of authorization if a messenger is to get the Transcript on behalf of the applicant