



North South University

Application Form for Official Transcript

To
The Controller of Examinations
North South University

Sir,
Please issue my **Official Transcript** as follows:

- a. One copy/ copies addressed to myself.
- b. One copy/ copies against the following address or addresses shown in the attached paper
(Please write in CAPITAL letter).

Name: _____ ID# _____ Date of birth: _____
(Please Write in CAPITAL letter)

Program: _____ Major-1: _____ Major-2 _____ Minor: _____

Cell No: _____ e-mail: _____ Signature of the Student with date: _____

(TRANSCRIPT FEE TK.300/- PER COPY)

For clearance of NSU Accounts
Signature with date & Seal:

For Library clearance
Signature with date & Seal:

FOR OFFICE USE ONLY:

Date of receiving the Application: _____ Date of delivery: _____

Printed by	: _____ Signature of the designated officer	_____ Date & Time
Transcript Received by	: _____ Signature of the student or authorized person	_____ Date & Time
Transcript Issued by	: _____ Signature of the designated officer	_____ Date & Time

✂ Signature of the receiving Officer with date: _____ Please collect the document on: _____

Student's Part for "Official Transcript" (to be filled by student):

Name of the Student: _____
ID# _____

Office Seal

Signature of the Student with date

N. B. 1. Please enclose photocopy of your SSC/ 'O' level/ Equivalent Certificate and pay Tk.300/- for each copy at Bank [United Commercial Bank Limited (UCB), Bashundhara Branch, Dhaka (beside GP House)]. 2. NSU Accounts & Library clearance is not required for the graduates.

***The requested document will be destroyed if the applicant does not receive it within three months from the date of delivery.**

Official Transcript