



# SRI SANKARA ARTS AND SCIENCE COLLEGE

AUTONOMOUS

A Unit of Sri Kanchi Kamakoti Peetam Charitable Trust

Affiliated to University of Madras

ENATHUR, KANCHIPURAM – 631 561

## Application Form for Transcript

To  
The Controller of Examinations  
Sri Sankara Arts and Science College  
Enathur, Kanchipuram – 631 561

Sir/Madam,

I hereby apply for a transcript for which the following particulars are submitted:

1. Name of the candidate (in **BLOCK LETTERS**) :
2. Register Number :
3. Degree and Branch :
4. Month and year of Last Exam Appeared :
5. Whether the photo copy of Consolidated Mark sheet is enclosed : YES / NO
6. Whether the photo copy of fees paid details are enclosed : YES / NO
7. Whether the original filled academic request Form is enclosed : YES / NO
8. Address for communication with Phone number :
9. Amount Paid : Rs. 2000/- (Two thousand only)
10. Name of the Bank and Branch :
11. Details of Online Transaction ID and Date :
12. Number of copies of transcript required :

I declare that the particulars furnished above are true to the best of my knowledge and belief.

STATION:

DATE:

Signature of the Candidate

**Enclosures required:**

1. The applicant must submit the photocopy of consolidated mark sheet along with this application form.
2. Photocopy of the fess paid details.
3. Original Filled in Academic Records Request Form.

The official links are

A. For US students

[https://applications.wes.org/OnlineApp/pdf/International Transcript Request.pdf](https://applications.wes.org/OnlineApp/pdf/International_Transcript_Request.pdf)

or

B. For Canada Students

[https://applications.wes.org/onlineapp/pdf/ca/International Transcript Request.pdf](https://applications.wes.org/onlineapp/pdf/ca/International_Transcript_Request.pdf)

**Instructions:**

1. **Fees:** The candidates can apply for Transcript with a prescribed fee of Rs.2,000/- to be remitted in the designated Bank – Indian Bank in the form of Offline Challan, or Net Banking from any Nationalized Bank or through Debit Cards/Credit Cards/Other Payment gateways.
2. Read the form carefully and all columns to be filled mandatory.
3. The amount once paid will not be refunded on any Circumstances.

**Online Payment Details:**

- The online payment link is <http://sankaracollege.net/onlineexamfees.htm>.