



SYMBIOSIS INTERNATIONAL (DEEMED UNIVERSITY)

(Established under Section 3 of the UGC Act, 1956)

Re-accredited by NAAC with 'A' Grade (3.58/4) | Awarded Category – I by UGC

The procedure for acquiring the Transcript is as follows:

- 1) The Transcript will be issued by Symbiosis International (Deemed University) for Full Time and Part Time degree programmes under CGPA system from Batch 2007 onwards.

For programmes under Marking System & Diplomas, Transcript will be issued by the respective Institute / Department.

- 2) Student shall download the Transcript application from the website (www.siu.edu.in)

The Transcript charges are as follows:

Description	For Indian Students (Amount INR)	For International Students (PIO/NRI/FN/OCI) (USD)	Bank details for online payment
Degree Programme (Under CGPA System)	INR 500 Per Set	USD 40 Per Set in Equivalent Indian Rupees	Symbiosis International University Type of Account : Savings Account No. : 050310210000023 Bank Name : Bank of India IFSC code : BKID0000503 MICR No. : 411013011 SWIFT Code - BKIDINBBPMB Branch Address: Erandvane, Karve Road, Pune - 411004
Postal Charges Within India Outside India	INR 250 INR 1500	International Students (PIO/NRI/FN/OCI) USD 20 for postage included	

- 3) The charges as applicable are to be paid through Demand Draft in favour of Symbiosis International University, payable at Pune or paying by cash in the office of Finance Department, SIU, Lavale or via online mode.

C) The Transcript will be issued within 15 working days against the receipt of application form, copy of Consolidated Grade Sheet / Certificate of Passing / last Semester Grade Sheet & demand draft only in the University office.

D) Timing for cash payment & collection of Transcript is Monday to Saturday 10.00 am to 4.00 pm.



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APPLICATION FORM FOR TRANSCRIPT

To,

The Controller of Examinations
Symbiosis International (Deemed University),
Gram - Lavale, Tal - Mulshi,
Dist.: Pune - 412 115.

Sir / Madam,

I, the undersigned wish to apply for Transcript(s). My details for the transcript are as follows:

AJ ACADEMIC DETAILS -	
1) Name of the Alumnus:	
2) Father's First name	
3) Mother's First name	
4) Name of the Institute:	
5) Programme:	
6) Specialization:	
7) PRN:	
8) CGPA:	

(9) Exchange Program (please ✓ if applicable): GIF Summer School any other

(10) Details of Gold Medal rewarded during convocation (if any) _____

(11) Category (please ✓): OPEN / SC / ST / DA / KM / PIO / NRI / FN / OCI / Others

Note: If you are applying for WES, kindly enclosed WES application form along with degree certificate copy.

Total No. of sets required _____

Please tick (✓) the appropriate box

I wish to collect my transcript personally: Please dispatch my transcript to the following address

BJ PERSONAL DETAILS	
1) Address (for dispatch of Transcript)	
	State: _____ Pin Code: _____
2) Telephone No. (R)	Mobile: _____
3) E-Mail ID:	

CJ PAYMENT DETAILS -				
Bank Name:				
Transaction Reference OR IMPS No. / Demand Draft / Cash Receipt No.		Dated :		Amount:

Signature of alumnus: _____

Date: