

SOP FOR GETTING CONSOLIDATED GRADE TRANSCRIPTS

- Step 1.** Download Application Form for Consolidated Transcript form Controller of Exam, AMU website (amucontrollerexams.com) in student section
- Step 2.** Fill up the Form
- Step 3.** Attach Self Attested Photocopies of Grade sheets of all the semesters
- Step 4.** Attach Challan of Rs 200 (per copy of Consolidated Grade Transcript) by SBI Bank
- Step 5.** Get the Form attested by the Provost of your Hall of residence
- Step 6.** Submit the Form at the Controller office counter in Administrative Block
- Step 7.** Receive Transcript one week after the date of submission from R.P. Unit, Z.H. College of Engg. & Tech.