



# Walchand College of Engineering, Sangli

(A Government Autonomous Institute)

## Procedure for obtaining verification letter

1. Any bonafide student of Walchand College of Engineering, Sangli can apply for verification of University documents like Degree Certificate of passing, Statement of Marks/Grades or CPI conversion certificate to the examination section in the prescribed application available with the controller of Examinations.
2. He/she should submit the application in person/email at the Examcell (examcell@walchandsangli.ac.in).
3. The applicant should state the reason and submit documents for verification.
5. Documents required for verification: Degree Certificate/ Provisional Certificate, Consolidated Statement of Grade sheets/ Mark Sheets (All Semester), and a proof of identity of the candidate along with one set of legible photo copies (both front and back side) of the said certificates in a full-scale envelop.
6. The fee for verification is Rs. 500 /- (Rupees Five Hundred only) per student. The payment can be made online or DD of nationalized bank in favor of "Director Walchand College of Engg., Sangli."

Bank Details: Bank of India, Vishrambag, Sangli  
A/c No.: 150710110000187  
IFSC: BKID0001507  
MICR: 416013154

Controller of Examinations

WCE/COE/31072020/001-004



# Walchand College of Engineering, Sangli

(A Government Autonomous Institute)

## Application for the issue of the verification letter

Date:

1. Name:
2. PRN:
3. Branch:
4. Year of Study:
5. Address:
6. Contact No.:
7. No. of Mark/Grade sheet for the verification:
8. Whether originals of the above certificates are produced: Yes/No
9. Whether sufficient photocopies are produced: Yes/No
10. Payment Details:
  - DD/Cheque/Cash :
  - Name of bank :
  - Amount paid :

Signature of applicant with date

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Received the verification in sealed cover

Signature:

Date:

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Note: Normal time required to issue verification is approximately one week.

WCE/COE/31072020/001-004



## Walchand College of Engineering, Sangli

(A Government Autonomous Institute)

### Procedure for obtaining transcripts

1. Candidate needs to submit filled application along with required documents in person or send it through authorized person (along with letter authorizing him/her to receive the transcripts on his/her behalf) in prescribed application available with the Examcell office or on college website.
2. The names and addresses of the universities should be written on the covers, which will be supplied by the universities at the time of application.
3. The fee for transcript is Rs. 300 /- (Rupees Three Hundred only) per transcript

### **Documents required for transcripts**

- a. The students should bring the original Degree Certificate/Provisional Certificate; Consolidated Statement of Grade sheets/Mark sheets (All Semesters), and a proof of identity of the candidate along with one set of legible photo copies (both front and back side) of the said certificates in a full scale envelope.
- b. The students should also bring required number of attested photocopies of Degree Certificate/Provisional Certificate, mark/grade sheets and consolidated statement of marks/grades for the Examcell office before issue of transcript.
- c. CoE and Dean Academic will sign the Transcripts and envelopes (in which the Transcripts are put and sealed) and the applicant can collect the same after signed acknowledgment.
- d. For every additional Transcript, student will pay Rs.300/- (Rupees Three Hundred only). The payment can be made by online or DD of nationalized bank in favor of "Director Walchand College of Engg., Sangli."

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Controller of Examinations

WCE/COE/21072020/001-004

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# Walchand College of Engineering, Sangli

(A Government Autonomous Institute)

## Application for the issue of the transcripts

Date:

1. Name:
2. PRN:
3. Branch:
4. Year of Study:
5. Address:
6. Contact No.:
7. No. of transcripts required:
8. Certificates for which transcripts are required
  - Consolidated Mark sheet
  - Provisional Certificate
  - Degree Certificate
9. Whether originals of the above certificates are produced: Yes / No
10. Whether sufficient photocopies are produced: Yes / No
11. Whether the name and addresses of the Universities are written on the cover: Yes / No
12. Payment Details:
  - DD/Cheque/Cash :
  - Name of bank :
  - Amount paid :

Signature of applicant with date

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Received the Transcripts in sealed cover

Signature:

Date:

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Note: Normal time required to issue transcripts is two weeks.

WCE/COE/31072020/001-004