

Schedule of Charges
For Issuance Transcript and Degree

Description	Normal Issuance		Urgent Issuance*		Duplicate / Revised Certificates**	
	Time	Fee	Time	Fee	Time	Fee
Transcript	15 Days	No fee	5 Days	Rs. 1000/-	15 Days	Rs. 1000/-
Degree	After Conv.	No fee	Before Conv. (7 Days)	Rs. 3000/-	15 Days	Rs. 3000/-
Verification of Documents	5 Days	1000/- Per Doc.	--	--	--	--

*The urgent documents would only be processed on provision / completion of required documents and subject to availability of all signatories.

**If the Duplicate / Revised Certificates require urgent processing, urgent fee would also be charged in addition to the duplicate/revised certificate fee.