

(Abstract)

Revision of fee for Certificates/Examination related purposes -Approved- Syndicate decision implemented-Orders Issued.

EG I

EX/EG I-III/2126/Fee/2024

Kannur,Dated: 30.10.2024

Read:-1. U.O No. EX/EGI-III/2126/Fee/2024 dated 29.08.2024

2.Syndicate Resolution No. 2024.743 of the Syndicate dated 30.09.2024

3.U.O Note EG VI/SO EG VI/32083/2022 dated 19.10.2024

ORDER

1.As per the paper read (1) above, Fee for all University examination and all other examination related purposes were revised and implemented.

2.The meeting of the Syndicate vide the paper read (2) above, resolved to modify the fee in respect of Search Fee, Fee for Degree Certificate under Fast Track, Fee for Official Transcript , Fee for Genuineness Verification Certificate and Fee for Professional Courses as detailed below.

i). SEARCH FEE FOR DEGREE CERTIFICATE & GRADE CARDS/MARKLISTS

Particulars	Fee (Rs)
After 1 year up to 2 years	300
After 2 years up to 3 years	400
After 3 years up to 4 years	600
After 4 years up to 5 years	800
After 5 years up to 7 years	1200
After 7 years up to 10 years	2500
After 10 years	4000

ii). FEE FOR DEGREE CERTIFICATE -UNDER FAST TRACK MODE

Particulars	Fee (Rs)
Within Two months from the date of submission of application for DC (No proof of urgency required)	2500
After Two months from the date of submission of application for DC up to six months (No proof of urgency required)	1500

iii). FEE FOR OFFICIAL TRANSCRIPT

Particulars	Fee (Rs)
Professional Courses with duration of 4 or more years	6000
Regular Degree Programmes prior to 2014 admission	4000
Regular Degree Programmes w.e.f. 2014 Admission	2000
Degree Programmes under Distance / Private Registration	4000
Fee for additional copy	1500
Attestation charges per Document	1000

iv). FEE FOR GENUINENESS VERIFICATION REPORT

Particulars	Fee (Rs)
Genuineness Verification Report	1500
Attestation of additional documents	1500 (For each copy)

v) TAPAL CHARGES FOR GENUINENESS VERIFICATION REPORT & OFFICIAL TRANSCRIPT

Particulars	Fee (Rs)
Electronic transmission or E-mail.	Nil
Postal charges – overseas (Gulf Countries)	350
Postal charges – overseas (other than GULF Countries)	Envelope with required Tapal Stamp to be paid

vi) FEE FOR PROFESSIONAL COURSES .

Particulars	Fee (Rs)
Consolidated Mark list	1100 + 100 for each additional appearance after the course
Course cancellation	700
Unclaimed Mark list/Grade Card(for each Copy)	500 + Search fee
Revaluation	1100
Photocopy	615
Scrutiny	265

vii) Duplicate Degree Certificate	
Particulars	Fee (Rs)
Up to 3 years	1100 + Search Fee
After 3 years & up to 5 years	1500 + Search Fee
After 5 years & up to 7 years	2100 + Search Fee
After 7 years	3000 + Search Fee
Duplicate Degree Certificate for Second time	4000 + Search Fee
Duplicate Degree Certificate for Third time	5000+ Search Fee
Unclaimed Degree Certificate	1500 + Search Fee

3. The resolution of the syndicate has been implemented by the Vice Chancellor and sanction has been accorded to revise the fee accordingly w.e.f 01.11.2024 as detailed above.

4. The U.O read (1) above stand modified to this extend

5. Orders are issued accordingly

Sd/-

Dr. Mohammed Ismail B
CONTROLLER OF EXAMINATIONS

To: The Principals of All Colleges/HOD's of University Department /Finance Branch / Enquiry /
Computer Programmer/ Web Manager (to post in the University website) / JR II/All
DRs/All ARs (Exams)

Copy To: PS to VC/PA to R/PA to CE/PA to FO

Forwarded / By Order



SECTION OFFICER