

RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY, JAIS, AMETHI
(An Institute of National Importance Established under the Act of Parliament)
ACADEMIC AFFAIR'S OFFICE

No.: RGIPT/JAIS/AO/S&AA/Notice/2018-19/001

Dated: 16th April' 2018

NOTIFICATION

Revised Charges for obtaining various certificates from the institute will be as follows with immediate effect:

Sl.No.	Name of the Certificate	Charges for Current Students (in ₹)	Charges for Pass-out Students (in ₹)
1	Transcript (per copy)	250.00	750.00
2	Duplicate Grade Sheet (per copy)	200.00	500.00
3	Bonafide Certificate (Free of Cost once in a Semester)	50.00	200.00
4	Medium of Instruction Certificate	100.00	200.00
5	CPI to %age Conversion Certificate	100.00	200.00
6	No Objection Certificate for internship or otherwise	100.00	250.00
7	Provisional Degree Certificate	200.00	4000.00
8	Verification of Degree or Certificate	---	2000.00
9	Duplicate Degree Certificate	---	4000.00
10	Migration Certificate	---	500.00
11	Character Certificate	100.00	300.00
12	Duplicate Final Grade Report	---	1000.00
13	Updating/Upgrading of Grade Sheets (per copy)	100.00	---
14	Issue of Certificate other than those mentioned above	200.00	200.00
15	Speed Post/Courier & handling charges (within India)	200.00	
16	Speed Post/Courier & handling charges (outside India)	1500.00	
17	Make-Up Examination/Missed Examination Charges	1000.00 (Per Course)	
18	Late Registration Charges (as per Academic Calendar)	500.00 (per day)	
19	Late Deposit of Semester Fee/Transaction Receipt for reconciliation purpose	200.00 (per day)	

Note: Pass-out students fill up the Requisition Form for obtaining certificates with payment receipt and send it to us via E-Mail on (academic@rgipt.ac.in) or (mbaprogramme@rgipt.ac.in) or (registrar@rgipt.ac.in).

This issue with the approval of the Director.

(Raghunath Bhattacharya)

Acting Registrar

Raghunath Bhattacharya
Acting Registrar

Rajiv Gandhi Institute of Petroleum Technology
Jais, Amethi-229304 (U.P.) India

Cc. to:

- i) Director.....for kind information please
- ii) Associate Dean (Academic Affairs)
- iii) Associate Dean (Students Affairs)
- iv) Associate Dean (General Affairs)
- v) Chief Hostel Warden/Hostel Office
- vi) Assistant Registrar (A&A)
- vii) All students through E-mail
- viii) All Notice Board