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Govt. of N.C.T. of Delhi
DELHI TECHNOLOGICAL UNIVERSITY

(Formerly Delhi College of Engineering)
Shahbad Daultapur, Main Bawana Road, Delhi-42

No.F.101/B.E./Acad/GC/ 2011-12/3206

Dated:- 16/4/12

Office Memorandum

Sub: - Fee for issue of Transcript of Marks & various other certificates in respect of students of DCE/DTU.

In continuation of the office order No. 101/Acad/GC/2011-12/1733 dated 10.06.2011, the Competent Authority of the University has been pleased to revise the fee for issue of Transcript of Marks, issue of duplicate Marksheet, Verification of Marksheet, Degrees and other certificates to the students of DCE/DTU, making it at par with the fee charged by the University of Delhi for similar works.

1. Charges for Transcript.

	If applied from within India	If applied from abroad
a) Upto 6 years	Rs. 1000/-	US \$ 100*
b) More than 6 years	Rs. 1500/-	US \$ 150*
c) Additional copies at the time of application copy	Rs. 100/- each	US \$ 10* each (* including postal charges)

2. Charges for issue of Duplicate Marksheet/Degree. Special Certificate/ Verification of Marksheet, Degree etc.

	If applied from within India	If applied from abroad
a) Upto 6 years	Rs. 500/-	US \$ 50/-
b) More than 6 years	Rs. 1000/-	US \$ 100/-

3. Attestation of copies of Degree Certificates/Marksheets issued by the University (If applied from abroad).

Rs. 500/- per copy

Note: For counting number of years, it will be from the year of passing the last examination for the programme of study.

The revised fee will be applicable w.e.f. 01.04.2012.

/s/ (Prof.B.D.Pathak)
Dean, Academic
Dated:-

No.F.101/B.E./Acad/GC/ 2011-12/

Copy to:-

1. PS to the V.C. for kind information to the Hon'ble Vice Chancellor, DTU.
2. PA to the PVC. for kind information to the PVC, DTU.
3. All the Deans & Head of the Academic Departments.
4. The Registrar, DTU.
5. Jt. Registrar (Admin.), DTU.
6. The Office Incharge of B.Tech (Evening) programme.
7. Chief Warden/Wardens for information.
8. C.O.F, DTU (With the request to take the matter in the next F.C. meeting for ratification).
9. C.O.E. DTU.
10. S.O. (Council), DTU.
11. Notice Boards of all Departments & Officers.

/s/ (Dr. R. Kaushik)
A.R. (Academic)