



No. : MU/ACC/CR-1/FEE/2023-24/A7

Office of the Registrar
Mangalagangothri - 574 199

Date: 21/09/2023

NOTIFICATION

Sub: Fee structure in respect of Degree Marks Card, Certificate and Other Documents for the academic year 2023-24.

Ref: 1. Decision of the Fee Revision Committee meeting dated:
03-07-2023, 04-07-2023 and 16-08-2023.

2. Vice Chancellor's approval dated: 19-08-2023.

3. Decision of the Syndicate meeting held on 24-08-2023.

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The fee structure fixed for various **Degree Marks card, Certificate and Other Documents** is hereby notified. The fee structure will be applicable with immediate effect.

Fee for Degree Marks card, Certificates and Other documents

Sl. No.	Item	Application fee (₹)	U.G./ Diploma/ Certificate Programmes (₹)	P.G./ Diploma/ Certificate Programmes (₹)	M.Phil and Ph.D. (₹)	D.Sc/ D.Litt. (₹)
1.	Examination processing fee	120.00	---	---	---	---
2.	Marks card processing fee	---	230.00	230.00	320.00 (for M.Phil only)	---
3.	Degree certificate	120.00	760.00	990.00	2,040.00	3,190.00
4.	Provisional pass certificate	120.00	260.00	660.00	880.00	---
5.	Pass Letter	120.00	650.00	700.00	--	--
6.	Consolidated Marks card (per passing attempt)	120.00	390.00	440.00	---	---
7.	Duplicate Marks card (per Marks card)	120.00	1,000.00	1,500.00	---	---
	Second & subsequent duplicate Marks card (per Marks card)	120.00	2,000.00	2,500.00	---	---
8.	Correction in Marks card (submitted after a lapse of One year from the date of issue)	120.00	390.00	440.00	---	---
9.	i) First duplicate degree certificate	120.00	1,500.00	2,000.00	4,000.00	6,380.00
	ii) Second & subsequent duplicate degree certificate	120.00	3,000.00	3,500.00	7,000.00	---
10.	Correction of degree certificate (submitted after a lapse of six months from the date of issue)	120.00	1,000.00	1,500.00	2,000.00	---

11.	Removal of NCL	120.00	390.00	440.00	---	---
12.	Fee for Verification of Degree Certificates/ Marks card					
	Enquiries from Abroad / Foreign Embassy (per set)					US \$ 200
	Enquiries from Govt./ Quasi Govt. Organizations/ Indian Embassy/ Private agencies (per set)					₹ 5,000.00
	For furnishing information in the proforma of Foreign University					US \$ 100
	Verification of Degree certificate					₹ 800.00
	Verification of Marks card (per marks card)					₹ 500.00
	Additional copy of Marks card (per marks card)					₹ 100.00
13.	For providing any information/ certifying and document pertaining to University examinations covered above.					₹ 1,000.00
14.	Penal fee for issue of Certificate / Marks card etc., after a lapse of three years of passing the course/ respective examinations.					₹ 250.00 (plus ₹ 250/- for every additional year)
15.	Verification of Marks card for the purpose of convocation certificate (for Autonomous college only)					₹ 600.00
16.	Issue of Provisional degree certificate					₹ 500.00
17.	Issue of Degree Certificate under Tatkal Scheme					
	Candidate who apply for degree certificate under Tatkal Scheme shall pay additional fee of apart from the fixed Convocation fee, Application fee and Late fee.					₹ 3,000.00


REGISTRAR


To:

1. The Registrar (Evaluation), Mangalore University, Mangalagangothri.
2. The Deans, Faculty of Arts, Science, Commerce & Education, Mangalore University
3. The Librarian, University Library, Mangalore University, Mangalagangothri
4. The Finance Officer, Mangalore University, Mangalagangothri.
5. The Director, Student Welfare, Mangalore University, Mangalagangothri.
6. The Chairmen of all PG Departments, Mangalore University, Mangalagangothri.
7. The Principals of all colleges, Mangalore University.
8. The All Special officer/ Deputy Registrar/ Asst. Registrar, Mangalore University.
9. The Director, DUIMS, M. University- with a request to publish in the University website.
10. Dist. Social Welfare officer, Mangalore/ Udupi/ Kodagu Dist.
11. Taluk Social Welfare Officer, Mangalore/Udupi/Madikeri.
12. Dist. Officer, Backward Class, Minority Dept., Mangalore/ Udupi/ Kodagu Dist.
13. The Manager, S.B.I. Mangalagangothri/ Bank of Baroda, Konaje.
14. All Superintendents ACC/DEV/GEN/SC-ST Cell, Mangalore University.
15. P. S. to Vice-Chancellor/ P. A. to Registrar, Mangalore University.
16. A2 Case workers, ACC Section, Registrar's office, Mangalore University.