



No. : MU/ACC/CR-2/Fee Structure/2018-19/A7

Office of the Registrar
Mangalagangothri - 574 199

Date : 25/9/2018

NOTIFICATION

Sub: Fee structure in respect of Degree Marks Card, Certificate and Other documents for the academic year 2018-19.

Ref: Vice Chancellor's approval dated: 18-9-2018.

* * * * *

The fee structure fixed for various **Degree Marks card, Certificate and Other documents** is hereby notified. The above fee structure will be applicable from June 2018.

Fee for Degree Marks card, Certificates and Other documents

Sl. No.	Item	Appli- cation fee (₹)	U.G. Degree/ Diploma/ Certificate course (₹)	P.G. Degree/ Diploma/ Certificate course (₹)	M.Phil and Ph.D. (₹)	D.Sc/ D.Litt. (₹)
1.	Examination processing fee	110.00	---	---	---	---
2.	Marks card fees	---	210.00	210.00	290.00 (for M.Phil only)	---
3.	Degree certificate	110.00	690.00	900.00	1,850.00	2,900.00
4.	Provisional pass certificate	110.00	230.00	600.00	800.00	---
5.	Consolidated Marks card (per passing attempt)	110.00	350.00	400.00	---	---
6.	Duplicate Marks card (per Marks card)	110.00	690.00	1,050.00	---	---
	Second & subsequent duplicate Marks card (per Marks card)	110.00	1,380.00	1,600.00	---	---
7.	Rank certificate	110.00	---	---	---	---
8.	Correction in Marks card (submitted after a lapse of six months from the date of issue)	110.00	350.00	400.00	---	---
9.	First duplicate degree certificate	110.00	1,200.00	1,500.00	2,900.00	5,800.00
	Second & subsequent duplicate degree certificate	110.00	2,300.00	2,900.00	5,800.00	---
10.	Correction of degree certificate (submitted after a lapse of six months from the date of issue)	110.00	700.00	800.00	1,400.00	---
11.	Issue of new Marks card of final year/ semester after a completion of previous year/ semester examinations	110.00	350.00	400.00	---	---

12.	Fee for Verification of Degree Certificates/ Marks card (each):	
	Enquiries from Abroad / Foreign Embassy	US \$ 168
	Enquiries from Police/ Govt./ Quasi Govt. Organizations/ Indian Embassy/ Private agencies	1,350.00
	For furnishing information in the proforma of Foreign University	7,100.00
	Verification of Degree certificate	700.00
	Verification of Marks card	700.00
13.	Fee for Verification of Additional copies when applied simultaneously (each):	10% of the fee fixed for Verification
14.	For providing any information/ certifying and document pertaining to University examinations covered above.	700.00 (per page subject to a maximum of ₹ 1,000/-)
15.	Penal fee for issue of Certificate / Marks card etc., after a laps of three years of passing the course/ respective examinations.	230.00 (plus ₹ 230/- for every additional year)
16.	Verification of Marks card purpose of convocation certificate (for Autonomous college only)	460.00 (per student)
17.	Provisional degree certificate shall be valid for 6 months and fees to be charged	1,000.00 (per student)
18.	The fee to be charged for issuing Degree Certificate under Tatkal Scheme is as follows:	
	Candidate who apply for degree certificate under Tatkal Scheme shall pay additional fee of ₹ 5,000/- apart from the fixed Convocation fee, Application fee and Late fee.	

NOTE:

- 1) The students who are foreign nationals shall pay three times the fee fixed on all the items prescribed above.
- 2) Payment of Degree Certificate/ Convocation fees from the outgoing students along with their final semester / year examination fees only.

**Sd/-
REGISTRAR**

To:

1. The Chairmen of all PG Departments, Mangalore University, Mangalagangothri.
2. The Principals of all affiliated/ autonomous colleges, Mangalore University
3. The Coordinator, Mangalore University P.G. Centre, Chikka Aluvara, Thorenuru Post, Kushalanagara Hobli, Somwarpet Taluk, Kodagu Dist- 571 232.
4. The Principals, University College, Mangalore/ F.M.K.M.C. College, Madikeri./ University First Grade College, Mangalagangothri/ University Evening College, Mangaluru.
5. The Dean, Faculty of Arts, Science, Commerce, Education & Law, Mangalore University, Mangalagangothri.
6. The Registrar (Evaluation), Mangalore University, Mangalagangothri.
7. The Librarian, University Library, Mangalore University, Mangalagangothri
8. The Director, Student Welfare, Mangalore University, Mangalagangothri.
9. The Finance Officer, Mangalore University, Mangalagangothri.
10. The Special officer/ Asst. Registrar, Mangalore University.
11. The Director, DUIMS, Mangalore University- with a request to publish in the University website.
12. The Coordinator, SC/ST Cell, Mangalore University, Mangalagangothri.
13. Dist Social Welfare officer, Mangalore/ Udupi/ Kodagu Dist.
14. Taluk Social Welfare Officer, Mangalore/Udupi/Madikeri.
15. Dist Officer, Backward Class, Minority Dept., Mangalore/ Udupi/ Kodagu Dist.
16. The Asst. Registrar, SC/ST Cell, Mangalore University, Mangalagangothri.
17. The Public Relation Officer, (PRO), Mangalore University, Mangalagangothri.
18. The Manager, S.B.I. Mangalagangothri/ Vijaya Bank, Konaje.
19. All Superintendents ACC/DEV/GEN/SC-ST Cell, Mangalore University,.
20. P. S. to Vice-Chancellor/ P. A. to Registrar, Mangalore University.
21. A3/ A5/ A8/ A9/ A10 Case workers, ACC Section, Registrar's office, Mangalore University.