

(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/EG I-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

(Abstract)

Fee for all examination and other related purposes- Revised- w. e. f 22.08.2024- Orders issued

EG I

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

Kannur, Dated: 29.08.2024

- Read:-1. U.O No./ EG1.3/Exam Fee Revision/2019 dated 27.02.2023, 26.08.2023, 01.03.2024 and 01.02.2024
2. Govt. Order No. (Rt) No. 1836/2019/HEDN dated 17.10.2019
3. Minutes of the meeting of the syndicate held on 20.07.2024 vide item No. 2024.516
4. Minutes of the meeting of the Syndicate held on 22.08.2024 vide item No. 2024.705

ORDER

1. Fee for all university examinations and other related purposes were revised and fee for new programmes started during the academic year 2023-24 were fixed vide paper read (1) above
2. As per the directions detailed in the G. O. read 2nd above and as recommended by the Finance Branch, the matter of the enhancement of fee was brought to the consideration of the Syndicate and the meeting of the Syndicate held on 20.07.2024 vide item No 2024.516 resolved to enhance the Fees up to 5% for Examinations and related purposes w.e.f 2024-25 admission onwards. As the regular and supplementary students appearing for the same examinations will have to remit different fees for the same purpose and as it may create practical difficulties for tabulation and certificate sections if the enhancement of fees to be implemented w.e.f 2024 admission, the matter was again brought to the notice of the syndicate. The Syndicate vide paper read (4) above considered the matter and resolved to fix the enhancement of fee w.e.f 22.08.2024.
3. The syndicate resolution has been implemented by the Controller of Examinations as per the powers vested on him and thereby sanction has been accorded for revision of fees for all university examinations and related purposes, w.e.f 22.08.2024 as detailed in the Annexure I and Annexure II, appended herewith.
4. Orders are issued accordingly

Sd/-

Narayanadas K


JOINT REGISTRAR II

For CONTROLLER OF EXAMINATIONS

To: Finance Branch/Enquiry/The Computer Programmer (to upload in the University website)/Head of Teaching Departments/ Principals of Affiliated Colleges/All JRs/DRs/ARs (Exams)/Director SLL/DR SLL

Copy To: PS to VC/ PA to R/PA to CE/ Director, RDC/EACI/EAC 2/SF

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SECTION OFFICER

Annexure -I

Course	Regular Appearance (per paper)				Subsequent Appearance (per paper)			
	Theory (Rs)	Practical/ Industrial Visit/ Internship (Rs)	Dissertation/ Project (Rs)	Viva (Rs)	Theory (Rs)	Practical/ Industrial Visit/ Internship (Rs)	Dissertation/ Project (Rs)	Viva (Rs)
Afsal UI-Ulama Preliminary	95	-	-	-	135	-	-	-
Degree Programmes	95	105	95	155	135	135	-	155
Bsc. Electronics/ Computer Science/ B.Sc Food Technology/ B.Sc Artificial Intelligence and Machine Learning/B.Sc Computer Science with Artificial Intelligence and Machine Learning.	95	155	175	-	135	200	-	-
B.Sc. Costume and Fashion Designing	95	175	175	155	135	175	-	155
B P Ed	135	175	-	-	155	200	-	-
BA LLB	155	200	620	155	175	220	-	155
B Ed	135	155	-	-	230	175	-	-
PG Programmes	155	230	620	155	230	260	-	155
M Lib.Sc/MA Journalism and Mass Communication	200	230	630	155	230	265	-	155
M P Ed/MPES	175	230	-	-	200	265	-	-
M Ed	200	-	620	155	230	-	-	155
MSW	200	-	630	155	230	-	-	155
MBA	200	-	620	155	265	-	-	155
MCA	220	230	620	175	265	265	-	175
M.Sc Computer Science/ M.Sc Electronics	200	230	620	230	265	265	-	230
M.Sc Microbiology/ M.Sc Biotechnology/ M.Sc Plant science with Specialization in Ethnobotany/ M.Sc Plant Science with Bioinformatics/	200	325	605	220	245	325	-	220

M.Sc Computational Biology/ M.Sc Biostatistics								
3 year LLB	165	210	620	155	200	230	-	155
LLM	175	220	620	155	265	245	-	155
PG Diploma in Counselling Psychology/ PG Diploma in Learning Disability	200	230	-	155	230	230	-	155
PG Diploma in Yoga education	200	230	620	155	230	-	-	155
PG Diploma in Translation and Commercial Arabic	200	-	-	155	230	-	-	155
PG Diploma in Data Science and Analysis / PG Diploma in Cyber Security/ PG Diploma in Geoinformatics for Spatial Planning	200	230	620	155	230	230	-	200
Certificate programme in Yoga	175	-	-	155	190	-	-	155
Certificate programme in swimming	200	230	620	155	230	-	-	155
Diploma in Tulu	175	-	-	155	190	-	-	155
Integrated Programmes								
Integrated M.Sc Computer Science with Specialisation in Artificial Intelligence & Machine Learning	150	195	400	230	170	265	-	230
Integrated M.Com/ Integrated MPES	115	165	365	155	175	190	-	155
Joint Interuniversity programmes- M.Sc Physics (Nano Science & Nanotechnology)/ M.Sc Chemistry (Nano Science and Nano Technology)	155	230	620	155	230	260	-	155
Mphil	1025		620	175	1075	-	645	200

NB: Fee for Mark lists/Grade Card Rs.85

Fee for other examination related purposes (Rs)

A	Provisional Certificate	
	Degree	165
	3 Year LLB	280
	PG	200
	Integrated M,Com	175
	Integrated M.Sc.in Computer Science with Specialisation in Artificial Intelligence and Machine Learning programme	185
	Professional Courses	280
	PG Diploma	200
	M.Phil	345
	Joint inter- university programme a. M.Sc Physics (Nano Science and Nanotechnology) b. M.Sc Chemistry (Nano Science and Nanotechnology)	200
B	Original Degree Certificate	
	Diploma courses /Certificate courses/Afsal-Ul-Ulama (preliminary)	165
	Degree	200+60 for application form + 115 as Tapal charge
	3 year LLB	520+60 for application form + 115 as Tapal Charge
	PG	280+60 for application form + 115 as Tapal charge
	Integrated M.Com	450+60 for application form + 115 as Tapal charge
	Integrated M.Sc in Computer Science with specialisation in Artificial Intelligence and Machine Learning programme	450+60 for application form + 115 as Tapal Charge
	Professional courses	345+60 for application form +115 as Tapal Charge
	PG Diploma	450 (Including Application form+ Tapal Charge)
	M.Phil	515 (Including Application form+ Tapal Charge)

	Joint Inter University Programmes- M.Sc Physics (Nano Science and Nanotechnology) & M.Sc Chemistry (Nano Science and Nanotechnology)	450+60 for application form + 115 as Tapal charge
C	Fast Track issue of Degree Certificate	
	After 6 months from the date of application (with proof/document in support of urgency)	No fees
	After 3 months from the date of application (with proof/document in support of urgency)	645
	Less than 3 months from the date of application (with proof/document in support of urgency)	1280
	Degree Certificate through fast track without proof/document in support of urgency	5775
D	Search fee	
	After 1 year and up to 2 years	200
	After 2 years and up to 3 years	325
	After 3 years and up to 4 years	420
	After 4 years and up to 5 years	505
	After 5 years and up to 7 years	925
	After 7 years up to 10 years	1280
	After 10 years and up to 15 Years	1500
	After 15 Years	1750
E	Duplicate Degree Certificate	
	Up to 3 years	450 + Search fee
	After 3 years and up to 5 years	580 + Search fee
	After 5 years	645 + Search fee
	After 7 years	960 + Search fee
	Duplicate Degree Certificate (for second time)	1280 + Search fee
	Duplicate Degree Certificate (for third time)	1535 + Search fee
F	Duplicate Mark list	
	Duplicate Mark list / Grade card	515 + Search fee
	Duplicate Mark list (for second time)	645+ Search fee
	Duplicate Mark list (for third time)	770 + Search fee
G	Other Mark list /Certificates (for each)	
	Revised Mark lists for all programmes	200
	Search fee for Grade card revision after one year of publication of result	105
	Revised Provisional Certificate for Degree Programme (After effecting Grace marks only not RV)	165
	Revised Provisional Degree Certificate for 3 year LLB (not for result Change through RV)	280

	Revised Provisional Certificate for PG Programme (After effecting Grace Marks only)	200
	Revised Provisional Certificate for Integrated M.Com (Not for results change through RV)	200
	Revised Provisional Certificate for Integrated M.Sc in Computer Science with specialisation in Artificial Intelligence and Machine Learning programme (After effecting grace marks only- not RV)	200
	Revised provisional certificate for Professional Courses (After effecting grace marks only- not RV)	280
	Fee for Revised Provisional Certificate for PG Diploma Programmes	200
	Confidential Mark list (all courses)	325
H	Unclaimed Mark list/Certificate	
	Unclaimed Mark list /Grade Card (for each)	325 + Search fee
	Unclaimed Provisional Certificate / Consolidated Mark lists (for all courses)	325 + Search fee
	Unclaimed Degree Certificate	645 + Search fee
I	Consolidated Mark list	
	Consolidated Mark list/ Grade card (Including SDE)	265
	Revised consolidated Mark list for Degree (After effecting Grace Marks only-not RV)	265
	Revised Consolidated Grade Card for 3 year LLB (Not for result change- RV)	335
	Consolidated Mark list for PG Programme	335
	Consolidated Grade Card for PG Diploma Programmes	265
	Revised Consolidated Mark list for PG Programmes (After effecting Grace Marks only-not RV)	335
	Revised consolidated mark list for Integrated M.Sc.in Computer Science with specialisation in Artificial Intelligence and Machine Learning programme/ Integrated M.Com (After effecting Grace marks only- not RV)	335
	Consolidated mark list for professional courses	335
	Revised consolidate mark list for Professional courses (After effecting Grace Marks only- not RV)	335

J	Attestation / Authentication/Genuineness Verification (for each copy)	
	Final consolidated Grade card (Two sided)	a. Not attested- 105 b. Attested by Assistant Registrar/ Deputy Registrar - 160
	Grade card attestation by Assistant Registrar	85 per grade card
	Attestation of Mark list /Degree Certificate (UG/PG) by Controller of Examination	610 (for each copy)
	Attestation of Mark list/Degree (Professional)	610 (for each copy)
	Attestation of Transcript/Consolidation of Mark lists	1215 (If applied for more than one copy at a time Rs. 610/- for each additional copy)
K	Any correction in the database of UG/PG Programme	265
L	Other Certificate	
	Rank Certificate	No fee
	Position certificate	265
	Rank Certificate for Inspire Scholarship	610
	Thesis submission Certificate	265
	Conversion of marks	200
	Correction of Name (For each mark list - Online/Offline)-	265
	Change of correction of Name involving gazette notification	1735+ usual fee for name correction
	Name correction in original Degree certificate	1915
	Migration Certificate	135
	Matriculation Certificate	135
	Recognition Certificate	135
	Other Certificates for students pursuing higher studies abroad	580
	Any other certificate	190
	Bonafide Student Certificate/ Regular Student Certificate	345
	No backlog certificate	580
M	CV Camp Fee	200
N	Cancellation/Registration Fee	
	Cancellation of whole exam/Part/Semester/Paper	390
	Fee for token registration	450
O	Revaluation	
	UG Programmes	515
	3 Year LLB	900
	PG Programmes	900
	PG Diploma	900

	Integrated PG Programme	515
	Professional Programmes	900
	Photocopy per paper (All Programmes)	265
	Scrutiny (All Programmes)	135
P	Other Fees	
	Common Application forms (Including exam application)	60
	Late Application	200
	Super Fine (including normal fine)	835
	Service/Memo Charge	105
	Duplicate SMP Memo/order	325
	Duplicate RV Memo/Order (All Programmes)	325
	Late fee for Revised Mark list/Grade card after effecting Grace Mark/Grade/Revaluation Mark	a. Within six months - No fee b. After six months- Rs. 230 for each application
	Late fee for applications submitted for effecting Grace Mark/ Grade after 3 months of issuance of Grace Mark/Grade Order	a. Application submitted after 3 months to within 6 months - 290 b. Application submitted after 6 months to within 1 year- 580
	Internal Mark correction - Late fee per student	175
	Regularization of writing exam permitted by Principal (Student not included in Nominal Roll)	Exam fee +Fine of Rs.1315
	Regularization of writing exam permitted by principal (Registered paper change cases)	Exam fee + Fine of Rs 500
	Unclaimed revised Grade Card (After one year of preparation)	Search fee same as unclaimed Grade Card returned from colleges
	Late fee for APC	5250*
	Correction Fee for APC per student	210
	Printout of Semester wise Grade Card	35 per grade card
Q	Extension Fee for delayed submission of Dissertation of M.Phil	
	For the first six months	2310
	for each subsequent six months	580

* For all UG programmes taken as a single unit and for all PG programmes taken as another single unit, for delayed submission of APC data by Affiliated colleges/ Centres and University Departments.

NB: (1) Postal charges for Duplicate Mark List/Certificates, Unclaimed Mark List, Consolidated Grade Card/Mark List, and Certificates for other purposes except Official Transcript: Rs. 75 (Rupees Seventy Five Only) along with the fee fixed by the university in each case.

(2) The fee in respect of SDE Exams other than private registration exams, if any, will be same as that of corresponding regular examinations

Annexure -II

Fee structure for the UG/PG Programmes under Private Registration

UG Programmes

Items	Regular	Supplementary/ Improvement
Theory (Per paper)	140	175
Practical	155	175
Project	140	-
Viva	230	-
Camp Fee	290	290
Centre Fee	60	60

PG Programmes

Items	Regular	Supplementary/ Improvement
Theory (Per paper)	200	290
Practical	290	315
Project	230	-
Viva	230	-
Camp Fee	290	290
Centre Fee	60	60

NB: All other examination related fee for private registration will be the same as that mentioned in Annexure -I