

EXAMINATION DIVISION

No. GGSIPU/EXAM/COE/2022/4275

Dated: 01.08.2022

NOTICE

Subject: **Online Fee Portal for the various Examination Fees.**

This is in continuation of the Notification vide no. GGSIPU/EXAM/COE/2022/3828 dated 12th July, 2022 regarding Rates of various Examination Fees to be charged w.e.f. 1st August, 2022.

A. The University has started an Online Fee Portal for the services come under Rates of various Examination Fees **except for the following:**

Sl.No.	Types of Examinations Fees	Rates	Remarks
1	Late Fees	Late fee for registration (regular/ reappear) after due date within one week of delay: Rs. 3000/- and after one week upto 04 weeks (before one week of commencement of examination) of due date: Rs. 6000/-	Mentioned at Sl.No. 3 in the Rates of various Examination Fees
2	Transcript if applied from Abroad and to be sent to Abroad in Universities/ Institutes/ Agency including verification / authentication of student qualification etc if applied.	US \$100 per transcript per University/ Institute/ Agency (upto 05 years)	Mentioned at Sl.No. 22 in the Rates of various Examination Fees
	If Transcript is required to be sent Abroad in 05 working days of applying on 'Tatkal' basis extra fee will be charged over and above the prescribed fee.	US \$150 per transcript per University/ Institute/ Agency (above 05 years) (Equivalent INR)	
3	Issue of any other certificate	US \$50 per transcript per University/ Institute/ Agency (Equivalent INR)	Mentioned at Sl.No. 25 in the Rates of various Examination Fees
		Rs. 1000/-	

B. The student has to download the **Fee Receipt** after paying the relevant fees through online fee portal and attach the **Fee Receipt** with his/ her application along with necessary documents and submit at the Reception Counter, Examination Division.

C. (i) In the Online Fee Portal, the student will have to pay for the respective document (**Transcript/ Duplicate Semester Marksheet/ Duplicate Consolidated Marksheet/ Duplicate Provisional Certificate**) as mentioned in the Rates of various Examination Fee vide Sl.No 20, and additionally, he/ she will also have to pay separately for **Tatkal** Service for the issuance of documents in 05 working days.

(ii) Similarly, in the Offline mode of fee payment, two separate Challans will be required, one for the respective document as mentioned above and second for the **Tatkal** Service payment.



- D. If a student is not able to make payment through online mode due to technical error in server or network, the student can deposit the relevant fee in Indian Bank, GGSIP University Campus; the student should ensure to get Fee Challan from the bank against the fee deposited.


Controller of Examinations

No. GGSIPU/EXAM/COE/2022/4275

Dated: 01.08.2022

Copy to:

1. Deans/ Directors/ Principals, University Schools of Studies/ University Centres and Affiliated Institutes/ Colleges.
2. Director (Academic Affairs), GGS Indraprastha University, Delhi
3. Director (Development), GGS Indraprastha University, Delhi
4. Controller of Finance, GGS Indraprastha University, Delhi
5. Controller of Examinations-II, GGS Indraprastha University, Delhi
6. Dy. Registrar, Public Relation Section, GGS Indraprastha University, Delhi
7. In-charge (Conduct), Examination Division, GGS Indraprastha University, Delhi
8. In-charge (Results), Examination Division, GGS Indraprastha University, Delhi
9. In-charge (Server), Examination Division, GGS Indraprastha University, Delhi
10. In-charge (EDP), Examination Division, GGS Indraprastha University, Delhi
11. In-charge (Result I), Examination Division, GGS Indraprastha University, Delhi
12. In-charge (Result II), Examination Division, GGS Indraprastha University, Delhi
13. In-charge (Result III), Examination Division, GGS Indraprastha University, Delhi
14. In-charge (Result IV), Examination Division, GGS Indraprastha University, Delhi
15. In-charge (Result V), Examination Division, GGS Indraprastha University, Delhi
16. In-charge (Coordination), Examination Division, GGS Indraprastha University, Delhi
17. A.R. to Hon'ble Vice-Chancellor, GGS Indraprastha University, Delhi – *for information please.*
18. A.R. to the Registrar, GGS Indraprastha University, Delhi – *for information please.*
19. In-charge (UITS), GGS Indraprastha University, Delhi – for uploading on the University Website.
20. Office Copy


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