

COCHIN UNIVERSITY OF SCIENCE & TECHNOLOGY

KOCHI-682022

Office of the Controller of Examinations



No. CE/Misc/2017

Dated: 26.12.2017

CIRCULAR

- Sub: Examination related fees applicable wef 01.01.2018 – reg
Ref: 1. Item No.648.28 of the Minutes of the meeting of the Syndicate held on 17.11.2017 and U.O. of even Number dated 22.12.2017.
2. U.O.No. Ac.A4/9411/2016 dated 19.12.2016.

The Syndicate at its meeting held on 17.11.2017 resolved, among other things, vide item No. referred to above to unify examination related fee with a single rate applicable to all students who complete the course of study within the stipulated time period irrespective of the year of admission with effect from 01.01.2018. Also resolved to make a 5% increase in Examination related fees once in two years by rounding off values to the nearest ten.

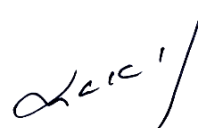
In the light of the resolution of the Syndicate, the examination related fees applicable with effect from 01.01.2018 in the case of students who complete the course of study within the stipulated time period will be as follows:

Sl. No	Particulars	Fee
1	Cost of Application forms	
	Examination Registration	70
	Other than Examination Registration	120
2	Examination fee/paper both theory and practical	240
3	Subsequent appearance including Supplementary Examinations per paper	240
4	Special Supplementary (per paper)	550
5	Mark list per Semester (i) Original	120
	(ii) Duplicate	610
6	Revaluation /paper	430
7	Scrutiny/paper	150

8	Degree Certificate (Application fee, Registration fee, Convocation file)	1200
9	Diploma Certificates	900
10	Provisional Certificate including Application fee	310
11	Fee for copies of Answer script after revaluation	
	Cost of Application forms	120
	Photocopies of Ans. Scripts/subject	730
	Scheme and Key of valuation/subject	430
	Mark awarded by the Examiner/paper	95
12	Fee for External Improvement/paper	430
13	Consolidated Mark list	120
14	Fast Track Degree Certificate	1500
15	Official Transcript	2430
16	Attestation	
	i. Mark list per sheet	365
	ii. Degree/Diploma Certificate	610
17	Migration Certificate	240
18	Other Certificates	190
19	Fee for re- dispatch of Degree certificate	180
20	Position/Rank Certificate	240
21	Verification of Mark list/Degree	610
22	Integrated Mark list (Single semester wise mark list in the case of prior to 2002 Admission candidates)	500
23	Confidential Mark list (to the Heads of Institutions before publication of results for the purpose of higher education / employment)	610
	For every additional copy of the confidential mark list	310

	Confidential Provisional Certificate list (to the Heads of Institutions before publication of results for the purpose of higher education / employment)	430
	(i) Employment purpose	
	(ii) Educational purpose	240
24	Search Fees	
I	For issuing a statement of marks of a semester exam	
	(i) Two years after the exam	610
	(ii) Ten years after the exam	1220
	(iii) Twenty years or more after the exam	2430
II	Fee for considering late applications Degree/Diplomas	
	(i) After two year but before the expiry of 5 years from the year of passing	610
	(ii) After five years	1220
III	For obtaining each certificate from exam wing other than Degree /Diploma Certificate/Mark list	
	(i) After one year up to five year	310
	(ii) Five years after the exam	610
	(iii) Ten years after the exam	1220
	(iv) Twenty or more years after the exam	1830

In the case of items which do not figure in the circular, the rate prescribed in the U.O. cited at (2) above will be applicable.



CONTROLLER OF EXAMINATIONS

Copy to

1. All Heads of Departments/Schools/Sections/Centres
2. The Principals, School of Engineering
3. The Principal, CUCEK and All Recognized Institutions
4. All Examination Sections