Transcript Issuance Process

1. Transcript (Incomplete Program)

Requirement	Fee	Processing Time
Transcript request form	Rs. 500/-	24 hours

2. Graduation Transcript (Two weeks after result declaration)

Requirement	Fee	Processing Time
Transcript request form	Nil	3 working days

3. Graduation Transcript Urgent (After result declaration)

Requirement	Fee	Processing Time
Transcript request form	Rs. 2000/-	24 hours

4. Graduation Transcript 2nd Copy

Requirement	Fee	Processing Time
Transcript request form	Rs. 500/-	24 hours