VERIFICATION OF DEGREE AND/ OR CERTIFICATES ISSUED BY IIT KANPUR

A. VERIFICATION:

An agency willing to verify the academic record of a student who graduated from Indian Institute of Technology Kanpur, can do so by sending an application on their firm's letter head mentioning the purpose of the verification along with following enclosures:

   i) Xerox copy of the certificate(s) to be verified
   ii) Signed authorization from the candidate
   iii) Prescribed fee

B. VERIFICATION CHARGES:

An agency willing to verify the academic record of a student needs to pay an amount of Rs.2000/- towards processing charges.

The above amount may be paid through Bank Draft drawn in favor of "THE REGISTRAR, IIT KANPUR" payable at "KANPUR"

OR

Through Net Banking by transferring/depositing the total amount in our bank account as detailed below:

Bank name: STATE BANK OF INDIA
Bank branch: IIT KANPUR
Bank A/c No.:   35973361835
Bank Swift code: SBININBB499
Beneficiary code: SBIN0001161
Beneficiary name: Registrar, IIT Kanpur

Furthermore, if you pay/deposit the amount through net banking/ cash deposit, you have to send/ email the scan copy of the transaction receipt detailing the transaction to pg_office@iitk.ac.in (for Postgraduate Programmes) and ug_office@iitk.ac.in (for Undergraduate Programmes).

C. MAILING ADDRESS:

You may post your application along with Demand draft and other documents at the following address:

Assistant Registrar (Academic
Affairs) Room No. 201
Academic Affairs Building
(Adjacent to DOAA Canteen)
Indian Institute of Technology Kanpur
Kanpur - 208 016
Uttar Pradesh
India

D. <u>PROCESSING:</u>

Upon receiving the bank draft/ net banking transaction receipt, and other documents, the request will be forwarded to the concerned unit for further processing.

May kindly note that it takes approximately 5 working days from the day of receiving the above documents to process an application (this excludes postal time).

xxxxx