Issue of Original Degree Certificate

Those students who have not yet collected their original Degree certificate from the date of their convocation till date from the Institute, may collect their Degree certificates by paying the prescribed fee and submitting the NO-DUES certificate.

A. FEE:

Student has to pay an amount of Rs. 2000/- towards issue of original Degree certificate in absentia.

B. POSTAL CHARGES:

If the student is unable to collect the Degree certificate in person from the DOAA office, Institute can post the same at his/ her requested address on payment of Rs. 200/- (if to be posted within India) else, Rs. 3,500/- (if to be posted outside India).

C. PAYMENT OF CHARGES:

Payment, in total, may be made through Bank Draft drawn in favor of "THE REGISTRAR, IIT KANPUR" payable at "KANPUR"

OR

The amount, in total, may be paid 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).

D. 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

E. **PROCESSING:**

Upon receiving the bank draft/ net banking transaction receipt, postal address (at which the degree is to be posted which should be within India), and other relevant documents, if any, 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).

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