



SRM VALLIAMMAI ENGINEERING COLLEGE

(An Autonomous Institution)

ESTD. 1999 - Approved by AICTE - Accredited by NBA
'A' Grade Accreditation by NAAC - Affiliated to Anna University
ISO 9001:2015 Certified Institution

Office of the Controller of Examinations

Lr.No. VEC/COE/2021-05

Date: 02.02.2021

NOTIFICATION

The following Certificates are being issued to the candidates on request and on payment of fee as given below. The candidate should apply for these certificates on request letter available in our office along with demad draft for the required amount drawn in favour of "**Chief Controller of Examinations, SRM Valliammai Engineering College**" payable at Chennai and one set of photocopies of the Transfer Certificate (in case of student completed the course), Bonafide Certificate from the Head of the Institution (for current student), Degree Certificate / Provisional Certificate (in case of student not awarded the degree), Consolidated Statement of Grades or Individual semester Statement of grades (if consolidated statement of Grades not issued). These certificates will be issued within **4 – 5 working days** excluding the day of submission of application. One set of photocopies of all the certificates will be retained by the Office of the Controller of Examinations.

Sl.No	Name of the Certificate	Fee
1	Medium of Instruction Certificate	Rs.300/- per Certificate
2	Certificate for conversion of GPA / CGPA into equivalent percentage	Rs.300/- per Certificate
3	Transcripts (Prescribed application form is available free of cost at our Office)	Rs.800/- for first page and Rs.300/- for every additional pages

Fee for ONLINE (Domestic & International) and OFFLINE Transcripts / Courier charges:

Sl.No	Name of the Certificate	Fee
1	Offline Transcripts	Rs.800/- for first page and Rs.300/- for each additional pages



Sl.No	Name of the Certificate	Fee
2	Offline Transcripts (Domestic) * (Applicable shipment charges quoted by the Courier agency for different destinations)	Rs.800/- for first page and Rs.300/- for each additional pages + Shipment charges*
3	Other documents (CGPA to %, WES, Medium, Notification and Degree awarding letter)	Rs.300/- per Certificate
4	Online Transcript (International) * (Applicable shipment charges quoted by the Courier agency for different destinations)	\$ 20/- Plus *

Controller of Examinations

[Signature]
03/02/2021



Chief Controller of Examinations

[Signature]