

FEE RATE FOR EXAMINATION

No	Programme	Registration fee	Fee for each theory paper	Fee for each practical paper/day	Viva-voce	Dissertation	CV camp fee
1	MA/MSc/MCom/MSW/BLISc/MLISc Regular	100	100	150	150	150	250
2	MA/MSc/MCom/MSW/BLISc/MLISc Improvement	100	150	NA	NA	NA	250
3	MA/MSc/MCom/MSW/BLISc/MLISc Supplementary	100	150	200	150	150	250
4	BA/BSc/BCom/BCA/BVoc Regular	75	75	100	75	75	250
5	BA/BSc/BCom/BCA/BVoc Improvement	100	100	NA	NA	NA	250
6	BA/BSc/BCom/BCA/BVoc Supplementary	100	100	150	100	100	250
7	MBA Regular	100	100	NA	150	150	500
8	MBA improvement	100	200	NA	200	150	500
9	MBA Supplementary	100	250	NA	250	200	500
10	MPhil Regular	100	250	NA	250	250	250
11	MPhil Supplementary	100	300	NA	300	300	250
12	Fee for Mercy Chance UG/PG/MPhil	3000	1000	1500	1500	1000	250

FEE RATE FOR CERTIFICATES/MARK LIST/SERVICES

No	Certificates/Mark List/Service	Fee (Rs.)	Additional Fee , Remarks
13	Fine for late exam. Registration/ belated application for examination	500	After dates specified for registration
14	Super fine for late exam. Registration/ belated application for examination	1000	After dates specified for registration with fine
15	Semester Mark cum Grade Card	50	
16	Consolidated Mark cum Grade Card	150	
17	Provisional Mark cum Grade Card	30	
18	Confidential Mark cum Grade Card	250	Transmission charges (if applicable)
19	Consolidation of Marks – UG (to update the mark lists, for those who gets qualified in supplementary exams after the completion of the course)	750	
20	Consolidation of Marks – PG (to update the mark lists, for those who gets qualified in supplementary exams after the completion of the course)	600	
21	Semester Mark cum Grade Card - Correction	50	
22	Consolidated Mark cum Grade Card - Correction	150	
23	Duplicate Mark cum Grade Card	350	Issued only when the original is lost or damaged. Proof and Declaration before notary /First class Magistrate required.
24	Rank / Position Certificate	200	

FEE RATE FOR CERTIFICATES/MARK LIST/SERVICES

No	Certificates/Mark List/Service	Fee (Rs.)	Additional Fee , Remarks
25	Duplicate Rank / Position certificate	500	Issued only when the original is lost or damaged. Proof and Declaration before notary/ First class Magistrate required.
26	Notional Registration for examination		Three times the rate for regular registration fee
27	Duplicate Hall ticket	100	
28	Consolidated Mark cum Grade Card - Verification/ Attestation	1000	Transmission charges (if applicable)
29	Mark cum Grade Card - Verification/ Attestation	250 per mark cum grade card	Transmission charges (if applicable)
30	Syllabus Transcript	500 per copy	Transmission charges (if applicable)
31	Transcript with Mark cum Grade Verification	2000	Transmission charges (if applicable)
32	Transcript with Mark cum Grade Verification - Additional copy	500	Transmission charges (if applicable)
33	Mark cum Grade Card Verification and Genuineness certificate	2000 per programme	Transmission charges (if applicable)
34	Fee for Scrutiny per Answer script	140	
35	Fee for Photocopying per answer script	500	
36	Revaluation of Answer script for UG programmes	350	Applicable only for UG programmes
37	Cancellation of Exam registration	250	
38	Condonation of Shortage of attendance	1000	
39	Late fee for Condonation of Shortage of attendance	1000	
40	Certificate showing percentage of Marks	100	



FEE RATE FOR CERTIFICATES/MARK LIST/SERVICES

No	Certificates/Mark List/Service	Fee (Rs.)	Additional Fee , Remarks
41	CGPA Conversion formula certificate	100	
42	No Back-Log Certificate	100	
43	Transmission charge- inside India	100	
44	Transmission charge- outside India	500	
45	Any other certificate / Late fee	100	

The above rates are effective from 09-07-2021.

Changanassery
09-07-2021

Bursar

Principal