**Issue of Migration Certificate**

A. Migration Certificate:

This certificate mentions that Institute has no objection on the students joining any recognized College/Institute or taking examination of any University or Institute established by law. There is no practice in this Institute to issue transfer certificates to graduated students.

B. Fee:

- A student has to pay an amount of Rs.500/- towards processing fee.
- Postal charges of Rs. 400/- (within India) and Rs. 2200/- (Abroad) is applicable for sending the certificate through post.

C. Payment of charges:

- Payment, in total, may be made through Bank Draft drawn in favor of “THE REGISTRAR,IIT BOMBAY” payable at “MUMBAI”.
- Fees towards issue of migration certificate is NON-REFUNDABLE

D. Procedure:

- Candidate to fill the application form (Annexure – I) with the complete details along with a copy of degree certificate.
- Send the application form along with demand draft to below address:

  Deputy Registrar (Academic)  
  Academic Section,  
  Nandan Nilekani Main Building,  
  IIT Bombay, Powai, Mumbai – 400076  
  Maharashtra, India

- Person collecting migration on behalf of any other student should produce signed authority letter.
- Student can collect the certificate within 2-3 working days.(this excludes postal time)
To,
Deputy Registrar (Academic) Academic
Section, Nandan Nilekani Main Building,
Maharashtra, INDIA.

Sir,
I, the graduated student of IIT Bombay in _________________ Convocation held in the year ________ require Migration Certificate as per the details given below.

Name & Roll Number : ________________________________

Programme : ________________________________

Department/Specialization : ________________________________

Date of Joining : ________________________________

Date of Convocation : ________________________________

Contact Details : ________________________________

Current Postal Address (with pincode) : ________________________________

Purpose for Migration : ________________________________

Student's Signature

Note:- Please attach a copy of Degree Certificate along with this form.