Procedure for applying Migration Certificate

Joint Registrar (Academic),
Academic Section, Main Building,
IIT Bombay, Powai,
Mumbai – 400076.
Maharashtra, INDIA.

Below is the procedure for applying Migration Certificate :-

1. The application form for applying for migration certificate the details is given in Annexure - I .
2. Attach copy of degree certificate along with the application form.
3. Mode of payments :- The charges as applicable are to be paid through Cash / Demand draft in favour of “REGISTRAR, IIT BOMBAY” payable at Mumbai.

<table>
<thead>
<tr>
<th>In India</th>
<th>Outside India</th>
</tr>
</thead>
<tbody>
<tr>
<td>Migration Certificate charges</td>
<td>Postage Charges</td>
</tr>
<tr>
<td>100/-</td>
<td>300/-</td>
</tr>
<tr>
<td>Migration Certificate charges</td>
<td>Postage Charges</td>
</tr>
<tr>
<td>$25/-</td>
<td>$20/-</td>
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</tbody>
</table>

4. Student can collect the certificate within 2-3 working days.

Important:
1. Fees towards issue of migration certificate is NON-REFUNDABLE.
2. person collecting migration on behalf of any other student should produce signed authority letter.
To,
The Joint Registrar (Academic)
Academic Section, 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 Passing :-_________________________________________
Contact Details :-_________________________________________
Email ID :-_______________________________________________
Current Postal Address :-__________________________________

Purpose for Migration :-___________________________________

Student's Signature

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