



# INDIAN INSTITUTE OF TECHNOLOGY BOMBAY

Powai , Mumbai – 400 076

Transcripts requests can be placed by writing to :

Dy. Registrar(Academic),  
2<sup>nd</sup> Floor, Academic Section,  
Nandan Nilekani  
Main Building,  
IIT Bombay, Powai,  
Mumbai - 400076,  
Maharashtra, INDIA

Please provide name and details of academic records i.e batch, programme, branch, year of graduation and email for correspondence. One complimentary copy of transcript will be issued to passing out students at the time of Convocation.

Below are the applicable charges :

## 1. Transcripts charges for the students residing in India :

1962 to 2000 entry years	2001 entry year onwards	For on-roll students
Rs. 1000/- per copy	Rs. 500/- per copy	Rs. 200/- per copy

## 2. The charges for those who are applying for the transcripts from abroad is :

Rs. 2500/- per copy ( irrespective of graduation or entry year)

## 3. Electronic copy(A system generated document and without any signature)of

**transcript for sending to universities/agencies (2001 entry year onwards) :Rs. 1000/- per copy.**

- Students making request for transcript by post should pay additional postage (only for one address or University) of Rs. 400/- within India and Rs. 2200/- for posting abroad.
- The charges should be paid by Demand Draft or Cash only (no credit cards and other mode of payment is accepted). The demand draft should be in favour of "THE REGISTRAR, IIT BOMBAY".

Contact Details:

Name: Mr. Arun More

email: verification@iitb.ac.in

Phone : +91-022-25767044

INDIAN INSTITUTE OF TECHNOLOGY  
BOMBAY  
Application for Issue of Transcript(s)

Date : \_\_\_\_\_

To,  
The Deputy Registrar  
(Academic) IIT Bombay

Sir,

Kindly issue \_\_\_\_\_ No(s). of copy(s) of Academic Transcript for the purpose of \_\_\_\_\_

The necessary details are furnished hereunder for reference.

Name :	Roll No.:	
Programme :	Batch Year (admission yr.):	Passing Year :
Department :		
Mobile No.:	Email ID :	

Signature of the Student

----- For Office use only -----

INDIAN INSTITUTE OF TECHNOLOGY  
BOMBAY  
Application for Issue of Transcript(s)

To,  
Incharge, Cash Section

Date : \_\_\_\_\_

Kindly accept Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) through Cash /

Demand for \_\_set(s) of transcript of Mr./Ms. \_\_\_\_\_

Roll no \_\_\_\_\_ and issue receipt for further necessary action by the Academic section.

Assistant / Supervisor