



GURU NANAK UNIVERSITY

Ref.No: SBBSU/22/ 2503

Date: 31/10/2022

OFFICE ORDER

(REVISED)

In continuation to office order no SBBSU/22/1716 dated 5.8.2022, this is for the information to all the Deans, Dy. Deans, Directors, Dy. Directors, and Class In-charges that **applicable fee for official cumulative transcript is revised** and mentioned below.

1. For PR Purpose and Higher Education in India or Abroad etc., the charges for official cumulative transcript (single page) - Rs. 3000/- + postal charges applicable shall be the applicable fee only.
2. If student wants only attestation of documents for issuance of transcript, then Rs. 50/- per document shall be charged (as per existing practice).
3. Fee once paid shall be non-refundable.

This issues with the approval of competent authority.


Registrar, 11.10.22

To:

1. Dean Academics - (To circulate information amongst students through concerned Deans, Heads, Coordinators, In-charges)
2. Controller of Examination - for information
3. CAFO - for information
4. Ms. Jasmeen Kaur - (To circulate amongst Fee In-charges - for deduction of fee)
5. Ms. Kamaljit Kaur / Mr. Kuldeep Singh (Registrar Office) - for implementation
6. Website In-charge - To upload at University website
7. Notice Board- for students

cc:

1. Secretary, SBBSMCS - for information, please
2. Vice-Chancellor, SBBSU - for information, please