



Ref. No. :

Date :

No-COE/MAKAUT,WB/Online TDV/01/20

Date: 02.01.2020

## NOTICE

This is for information of all concerned that University has introduced online facility for obtaining Transcripts, Duplicate Certificates etc. for the convenience of the students of this university. To avail this facility, student may visit [www.wbut.ac.in](http://www.wbut.ac.in) / [www.makautexam.net](http://www.makautexam.net) and apply online by paying prescribed fees. Fee for the different categories would remain same as decided in the 34<sup>th</sup> meeting of the EC dated 31.10.2017 as per following.

<b>Item</b>	<b>Mode of Application</b>	<b>Fee in Rupees</b>
Transcript to be issued within 21 working days	Online/Offline	Rs. 500/- per Grade Card
Duplicate Grade card (Normal) to issue within 30 working days	Online/Offline	Rs. 500/- per Grade Card
Duplicate Grade card (Urgent) to issue within 7 working days	Online/Offline	Rs. 800/- per Grade Card
Duplicate Certificate to issue within 7 working days	Online/Offline	Rs. 1000/- per Certificate
<b>Others</b>		
Examination Fee for Regular Candidate		1200
Examination fee for Backlog Candidates		1000
Provisional Certificate		200
Confidential Communication of Result		500
Verification of Per Academic Document		1000
Copy of Verified Academic Document		1000

The courier or postal charges are applicable as notified on website.

Applications in offline mode by submitting filled in prescribed form (available in website) along with fees to the Controller of Examinations, MAKAUT, WB would also continue. Offline fees could be paid by Demand Draft in favour of MAKAUT, WB, payable at Kolkata or through POS or cash payment may be made at the Indian Bank, Saltlake campus.

**(Dr. Subhashis Datta)**  
Controller of Examinations