VIKRAMA SIMHAPURI UNIVERSITY, NELLORE

(Accredited with NAAC 'A' Grade with CGPA 3.23)

Notice for Submission of Fees for Certificates

All applicants are hereby informed that to obtain various certificates from Vikrama Simhapuri University, Nellore, the prescribed fees must be paid as per the approved fee structure. Payment can be made via **Demand Draft (DD)** in favor of "**The Registrar, Vikrama Simhapuri University, Nellore**" or **by Challan to SBI Account No. 39656909147** (Challan to be paid only at the SBI Branch, VSU Campus, Venkatachalam, Nellore).

FEE STRUCTURE

Sl. No	Name of the Certificate	Amount	Enclosures to be attached	Processing time in days
1	**Genuine Verification** (UG/PG and Professional Courses within India)	₹500/-	A covering letter, along with a Demand Draft and clear photocopies of certificates.	04 days
2	**Genuine Verification -** PG/Professional Courses (From International Universities, Companies, and Firms)	₹1000/-		04 days
3	**Attestation Fee / Transcripts** (UG/PG/Professional Courses)	₹100/- per copy	A covering letter, along with the DD/Challan, originals, and two sets of photocopies of certificates and a labeled addressed envelope for sending the transcript copies to the designated recipient.	04 days
4	**Duplicate Hall Ticket**	₹250/-	A covering letter along with DD/ Challan forwarded through the Principal of the college concerned	02 days
5	**Migration Certificate**	₹300/-	A filled-in application along with DD/Challan, photocopies of Provisional Certificate, Transfer Certificate and forwarded through the Principal of the college concerned	04 days
6	**Duplicate Migration Certificate**	₹500/-		04 days
7	**Convocation Fee (In Advance)**	₹2,100/- (plus with an additional charge of ₹100/- for each year of delay from the date of the degree award).	A filled-in application along with covering letter, DD/ Challan, Originals of Provisional Certificate, Lower Degree, two passport size photos, Photo copy of Aadhaar card and forwarded through the Principal of the college concerned	20 days
8	**Tatkal Convocation (for Urgent Processing)**	₹4000/-		04 days

Sl. No	Name of the Certificate	Amount	Enclosures to be attached	Process time in days
9	**Duplicate Marks Memo**	₹250/-	A covering letter along with DD/ Challan forwarded through the Principal of the college concerned	04 days
10	**Name Correction in Provisional Certificate**	₹300/-	A filled-in application along with covering letter, DD/ Challan, Originals of Provisional Certificate, Lower Degree and forwarded through the Principal of the college concerned	04 days
11	**Medium of Instruction Certificate** (UG/PG Professional Courses)	₹500/-	A covering letter along with DD/ Challan, photo copies of certificates forwarded through the Principal of the college concerned	04 days
12	**Duplicate Provisional Certificate**	₹700/-	A covering letter along with DD/ Challan, FIR Copy/Non-traceable Certificate from the Police Department, Affidavit, Photocopy of Aadhar and certificates forwarded through the college concerned	20 days
13	**Duplicate Consolidated Marks Memo (CMM)**	₹700/-		21 days
14	**Duplicate Convocation Original Degree (OD)**	₹5000/-		20 days
15	**Revaluation Fee** (per paper without fine)	₹450/-	Filled-in application along with DD/ Challan forwarded through the Principal of the college concerned	--
16	**Personal Identification Fee** (per paper without fine)	₹500/-		--
17	**Provisional Certificate**	₹300/-	Filled-in application along with DD/ Challan at the time of applying Final Semester Examinations forwarded through the Principal of the college concerned	20 days
18	**Name Correction in Marks Statement**	₹300/-	A filled-in application along with covering letter, DD/ Challan, Lower Degree and forwarded through the Principal of the college concerned	04 days

Instructions for Applicants

- Applications must be submitted through the Principal of the College concerned to **the Controller of Examinations, Vikrama Simhapuri University, Nellore**.
- The Demand Draft should be drawn in favor of "**The Registrar, Vikrama Simhapuri University, Nellore**" and payable at Nellore.
- Clearly mention your **Name, Register Number, and Purpose of payment** on the back of the Demand Draft.
- **Fees once paid are non-refundable.**

For further details, please contact the Examination Section at Vikrama Simhapuri University.

Sd/- Registrar
Vikrama Simhapuri University, Nellore