

Fees Structure for the obtaining Certificates and Repeat Exams

	Description	Undergraduate Level (Rs)	Masters / Post Graduate Level (Rs)	Dip. / Executive Diploma Level (Rs)	Certificate Level (Rs)
1	To issue partial completion Results sheet	500	1,500	500	500
2	Academic Transcript	1,000	2,000	1,000	750
3	To Certify as True Copy	250	500	300	250
4	Certification letter with respect to lost certificate	-	-	1,000	500
5	Verifications				
	State Institutions	Free of Charge			
	Other than govt. Organizations	2,000	3,000	1,500	1,000
	Foreign Organizations	\$50	\$75	\$50	\$25
	Qualifications Screening Organizations	\$75	\$100	\$50	\$25
6	Re-correction Request	2,000	2,500	1,500	1,000
7	Repeat Exam	1,500	2,000	1,000	1,000



Special Notes:

- One day Service is available Subject to the Submission of application to the Examinations Branch before 10.00 a.m. during week days and the Institute will charge double the amount indicated above. one day Service is available only after a week of releasing of results of any particular Examination.
- The above Charges will be double for Transcript after 5 Year of releasing of results and the change will be triple for a Transcript after 10 Years of releasing of results.
- Relevant postal charges should be paid, if the certificate is required to post.



For more information contact IHRA Examination Unit: +94 11 250 5893