



BAREILLY INTERNATIONAL UNIVERSITY

Pilibhit Bypass Road, Bareilly, Uttar Pradesh (U.P.)

Phone: 0581-2526051 Fax: 0581-2526054

E-mail: registrar@biu.edu.in, info@biu.edu.in website: www.biu.edu.in

Official Transcript

A student, seeking to get Official Transcript for any course completed from Bareilly International University, Bareilly shall make an application enclosing self attested copy of all the statements of marks issued for the course along with prescribed processing charges. In general, it takes around 15 to 20 days to make transcript ready for issue. The transcript shall have to be collected from the Registrar Office in person only. In special circumstances, it can be collected by authorized representative, provided the authorization, made by the student, is duly supported by certified copy of photo and signature identity.

Following documents are required along with the application.

- (i) All Statement of Marks (Courses for Transcript.)
- (ii) Degree Certificate
- (iii) 10th certificate(For Date of Birth)
- (iv)

| Particulars | Amount | |
|----------------------------|------------------------|---------------------|
| | First Copy | Additional Copy |
| Transcript Charges | | |
| For Under Graduate Program | Rs.10,000/-per script | Rs.1000/-per script |
| For Post Graduate Program | Rs. 15,000/-per script | Rs.1000/-per script |

Note : The charges for the additional copy mentioned above are applicable only when the request for the additional copy is made at the time of issue of Official Transcript. Any request for the additional copy shall be processed at par with fresh application only.

Mode of Payment

- a. Amount applicable can be deposited at the University Cash Counter. A copy of the receipt is required to be enclosed. (OR)
- b. Amount applicable can be deposited by Demand Draft to be made in the name of "Bareilly International University, Bareilly" payable at Bareilly.
- c. The payment can also be made online to the University account as per following detail and proof of payment is required to be enclosed.

Bank: Punjab National Bank
Branch Address: Pilibhit By Pass Road, Bareilly
Account No.: 52262413000001
IFSC Code: PUNB0522610

Vice Chancellor
Vice Chancellor