Indian Statistical Institute

203, B.T. Road, Kolkata – 700 108

March 9, 2018

Charges for Miscellaneous Services

In partial modification of the circular issued on February 1, 2018, and in supersession of all earlier circulars on this subject, the charges for miscellaneous services offered to/for those who are currently enrolled in the final year of any degree/diploma programme of the Institute, are fixed as follows with effect from February 1, 2018:

Serial No.	Services	Charges (Rs.)	GST (@18%)	Total (Rs.)
1.	Issue of Official Transcript (unsealed/sealed) a) For the first five copies	--	--	NIL
	b) For each subsequent copy	200	36	236

To avail of any of these services, an application must be made in writing to the Dean's Office or by email to deanoffice@isical.ac.in. The service request will be completed within a maximum of ten working days after confirmation of payment.
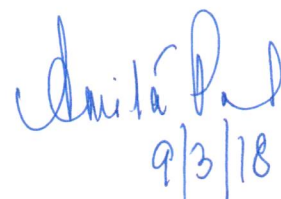
Note: (1) *For a current student (including research fellow) of the Institute who is applying for any of the aforementioned or similar services in respect of a degree/diploma programme that he/she has previously completed successfully in this Institute, the charges applicable for former students will apply* (Please see https://www.isical.ac.in/~deanweb/CHARGES2018.pdf).

Note: (2) *Any current student who has applied for such services earlier, and paid charges higher than those declared above or paid for services that are not listed above will be refunded the difference by an appropriate mechanism at the earliest.*

Mode of Payment

1. By cash at the Institute cash counter in person.

2. By direct bank transfer to ISI. Details are given below:

A.	Name of the Bank	:	United Bank of India
B.	Account Holder(s) Name	:	Indian Statistical Institute
C.	Bank Address	:	Dunlop Bridge Branch 202/1 B.T. Road, Kolkata - 700108
D.	9-Digit MICR Code Number of the bank and branch	:	700027046, Dunlop Bridge Branch, Kolkata
E.	NEFT IFSC Code	:	UTBI 0 DLB140
F.	RTGS IFSC Code	:	UTBI 0 DLB140
G.	Bank Account Number	:	0071050000118
H.	SWIFT Code	:	UTBIINBBOBC
I.	Remarks (Mandatory)	:	DEAN OFFICE MISC

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