



OFFICE OF THE CONTROLLER OF EXAMINATIONS

ANNA UNIVERSITY

CHENNAI - 600 025

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CONTROLLER OF EXAMINATIONS (i/c)

Letter No. 1900/CoE/C20-C30/2022

04-05-2022

To

The ACoE, University Departments /
The Deans of Regional Campuses /
The Deans of Constituent Colleges /
The Principals of the Non-Autonomous Affiliated Colleges
The Principals of the Autonomous Affiliated Colleges /
The Director, Centre for Distance Education

Sir/Madam,

Sub: Anna University – Office of COE – Online Services Portal enabled – Reg.

We wish to inform you that, online services portal has been enabled by this office from **01-05-2022** for the students to apply for

- Duplicate / Correction in Certificates (Degree/Provisional/Mark Sheet/CSG/CSM).
- Migration Certificate.
- Transcripts, WES.
- Medium of Instruction, Rank Certificate, Certificate mentioning month and year of degree to be awarded, CGPA to Percentage Conversion Certificate.
- Non-Issuance of Individual Mark-Sheet Attestation.

In this connection, it is notified that the students who request the above certificates may apply through **ONLINE mode only**. Also, the revised fee structure for application to the certificates is attached with this letter and this may be communicated to students.

Your support and cooperation in this regard is solicited.

P. Sankaranarayanan
CONTROLLER OF EXAMINATIONS (i/c)

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(P.T.A.)



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Following are the details of fee for the Certificates with effect from 01-05-2022

Type of Certificate	Revised Rate
Correction in Grade Sheet / Mark Sheet	₹1000
Damage in Grade Sheet / Mark Sheet	₹1000
Duplicate in Grade Sheet / Mark Sheet	₹3000
Duplicate in Grade Sheet / Mark Sheet [Second Time]	₹3000
Correction in Consolidated Grade / Mark Sheet	₹1000
Damage in Consolidated Grade / Mark Sheet	₹1000
Duplicate Consolidated Grade / Mark Sheet	₹3000
Duplicate Consolidated Grade / Mark Sheet [Second Time]	₹5000
Correction in Degree Certificate	₹1000
Damage in Degree Certificate	₹1000
Duplicate Degree Certificate	₹5000
Duplicate Degree Certificate [Second Time]	₹10000
Correction in Provisional Certificate	₹500
Damage in Provisional Certificate	₹500
Migration Certificate	₹750
Transcript	₹1500
Medium of Instruction Certificate	₹500
CGPA to Percentage Certificate	₹500
Certificate mentioning month and year of Degree to be awarded	₹300
WES/Other Form [ICAS/NCEES/IAQS/NESS/Foreign institute form] attestation for academic credentials	₹1000
WES [Secondary Verification]	50 (USD)
Genuineness Verification [within India]	₹2000
Genuineness Verification [outside India]	100 (USD)


Link:

Transcripts , Duplicate & other Certificates:

<https://onlineservices.annauniv.edu/>

Genuineness Verification

<https://onlinetranscript.annauniv.edu/verify>


Controller of Examinations (1/c)