

# APPLICATION FOR DUPLICATE MARKSHEET/CERTIFICATE/TRANSCRIPT/VERIFICATION/BONAFIDE CERTIFICATE/ LANGUAGE CERTIFICATE/CGPA CERTIFICATE/MODE OF STUDY CERTIFICATE/APPEARANCE CERTIFICATE/EQUIVALENCE CERTIFICATE

Deputy Director (EEA)  
The Institution of Engineers (India)  
8, Gokhale Road  
Kolkata 700020

For Office Use

Dear Sir,

I require the following as ticked (✓) in appropriate box:

Tick (✓)	Item (Per copy)	Nepal/India (INR) + GST	Foreign INR-equivalent + GST	Documents required to be enclosed
	Duplicate Grade Card (Current) <input type="checkbox"/> Section A <input type="checkbox"/> Section B	236	590	Copy of FIR/GD (for pass marksheets only)
	Duplicate Grade Card (Previous session) e.g. Summer 2020 / Winter 2020 session <input type="checkbox"/> Section A <input type="checkbox"/> Section B	590	1770	Copy of FIR/GD (for pass marksheets only)
	Duplicate Marksheet (over 20 years old)	3540	17700	Copy of FIR/GD
	Duplicate Combined Certificate	2360	8850	Copy of FIR/GD
	Duplicate Combined Certificate (over 20 years old)	4130	17700	Copy of FIR/GD
	No Objection Certificate	2360	7080	
	Appearance Certificate	1180	3540	Copy of
	Transcript for Sections A and B*	2360	8850	Marksheet/
	Transcript for Sections A and B (over 20 years old)*	4130	17700	Grade Cards of
	Equivalence/Bonafide Certificate	1180	3540	passing Sections
	CGPA Conversion to percentage of Marks/ Division Certificate	1180	7080	A & B
	Verification of Academic Qualification **	4130	8850	Examinations
	Language Certificate	1180	3540	
	Certificate for Mode of Study	1180	3540	
	Sec AB Exam Backlog Certificate upto 20 years Old	1180	4425	
	Sec AB Exam Backlog Certificate over 20 years Old	2360	8850	

My particulars are given below:

Membership Grade and Number :

NAME (in capital letters):

ADDRESS (in capital letters):

ADDRESS where documents are to delivered

Mobile No. \_\_\_\_\_ E-mail: \_\_\_\_\_

Passed Section A in Summer/Winter \_\_\_\_\_ with Roll No. \_\_\_\_\_ or Exempted from Section A having passed \_\_\_\_\_ Examination from \_\_\_\_\_ in the year \_\_\_\_\_ (Copy of the document enclosed).

Passed Section B in Summer/Winter \_\_\_\_\_ with Roll No. \_\_\_\_\_ and Membership No. \_\_\_\_\_ in \_\_\_\_\_ Branch

**DETAILS OF PAYMENT (Please send duly filled hard copy of the form along with NEFT/Online Payment Transaction Slip)**

NEFT/RTGS/IMPS/Online Net Banking Transfer to IEI Account, please mention the following:-

Beneficiary Name : THE INSTITUTION OF ENGINEERS (INDIA)

Amount (INR)

Account No. : 012104000094674

IFSC No. : IBKL0000012

Swift Code – IBKLINBB135

Bank Name & Branch : IDBI Bank, Siddha Point, Ground Floor, 101 Park Street, Kolkata 700 016

Transaction date :

Name of Bank & Branch \_\_\_\_\_

Transaction ID/UTR No./Payment Reference No. :- \_\_\_\_\_

After NEFT/Online Net Banking Transfer to IEI Account, please enclose the online transaction slip generated.

Full Signature of Candidate with Date

The Official Transcript will be sent directly to the concerned university/institution/college.

\* The name and address of the concerned university/institution/college along with photocopies of pass grade card of Sections A & B Examinations and For Office use combined certificate of passing Sections A & B Examinations

\*\* The Application should be received from the concerned authority enclosing photocopies pass grade card of Sections A & B Examinations and combined certificate of passing Sections A & B Examinations..

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In case your application is not accepted, fee will be refunded through NEFT to the Bank Account mentioned by you below:

**TO BE FILLED BY CANDIDATES (BLOCK LETTERS)**

Name : \_\_\_\_\_

Membership No. : \_\_\_\_\_

Name as per Bank Account : \_\_\_\_\_

Bank A/C No : \_\_\_\_\_

Bank Name : \_\_\_\_\_

Branch : \_\_\_\_\_

IFSC Code : \_\_\_\_\_

Mobile : \_\_\_\_\_

Email : \_\_\_\_\_

☐ I am attaching the photocopy/original cancelled cheque with name printed in it.

**N.B.**

Please send all communications exclusively to the designated e-mail addresses as mentioned below.

**exams@ieindia.org** :- CGPA Conversion to percentage of Marks / Divison Certificate / Backlog Certificate

**exams\_info@ieindia.org** :- No Objection Certificate / Appearance Certificate / Transcript for Sections A and B / Equivalence / Bonafide Certificate / Language Certificate / Certificate for Mode of Study / Verification of Academic Qualification

**dup.certificate@ieindia.org** :- Duplicate Grade Card / Duplicate Marksheet / Duplicate Combined Certificate