



INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES) DHANBAD
OFFICE OF THE DEAN (ACADEMIC)

FORM FOR ISSUING MIGRATION CERTIFICATE

[Please send the duly filled-in form with enclosures to certificates@iitism.ac.in]

No. MG.

(Office Use Only)

1.	Name of Student			
2.	Admission No.		Department	
3.	Program		Branch (if any)	
4.	Email ID			
5.	Contact Number			
6.	Father's / Guardian Name			
7.	Month & Year of Admission at IIT (ISM)		Month & Year of Completion of Academic Program	
8.	Communication Address (with Pin Code)			
9.	Payment Details (if applicable) - https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=272342 (Select payment category: OTHER ACADEMIC FEES / FINES)			
	SBI Collect Reference No. / UTR No.			
	Amount Paid (in Rs.)		Date of Payment	DD/MM/YYYY

Encl: **Please attach online payment receipt.**

Date: _____

Signature of the Student _____

Details of Charges and documents to be submitted:

Sl. No.	Year of Passing	Charges	Document Required
(i)	Within 3 years	Postal Charges (if applicable)	Scanned Copy of Degree / Provisional Certificate / Consolidated Grade Card
(ii)	After 3 years	Rs. 500/- and Postal Charges (if applicable)	
Applicable Postal Charges		Rs. 100/- to be posted within India. Rs. 1,000/- to be posted outside India.	

(The role of the institute in sending the documents is limited to booking at the post office. The Institute will not be responsible for the safe passage and delivery of the documents to the addressee.)

FOR OFFICE USE ONLY

<p>Verification: The facts, as stated above are CORRECT/NOT CORRECT as per records available. Remarks, if any: _____ _____</p> <p>Date: _____</p> <p align="right">Signature of Dealing Assistant</p>	<p>Date of Receipt of Application: _____</p> <p>Issuing Date of Certificate: _____</p> <p>Date: _____</p> <p align="right">AR (Academic – UG/PG)</p>
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