

Duplicate Certificate

For Duplicate Final Certificate, you are required to submit :

1. Photocopy of the Certificate
2. FIR Photo Copy reporting the loss
3. Applicable fee in favour of Indian Institute of Finance payable at Delhi.
4. Self- Attested Photocopy of any Government Identity Card.

You may collect the Duplicate Final Certificate by personally visiting the institute by prior intimation to plc@iif.edu or info@iif.edu.

For getting your Final Certificate by Post, you need to send following two documents in addition to above mentioned documents.

5. Cover letter requesting final certificate by post
6. Rs. 50 Non Judicial stamp paper (attested by notary) stating the address to which it has to be sent and that in case it is lost you will solely be responsible.

Please note that the Institute would take 15 days to process your request after receipt of all of the above documents.

If Applied from within India*

INR. 5000/-

If Applied from abroad*

US \$ 400

* Including postal charges

All Payments to be made through:

- a) Online through any mode at www.iif.edu/payment.htm
- b) Through Paytm directly into Institute account by scanning All-In-One QR Code at www.iif.edu/paytm.htm or
- c) Bank Transfer: for India: NEFT to Indian Institute of Finance; A/c No. 65075795019; State Bank of India, Greater Noida, IFSC Code: SBIN0050830; For Overseas: Branch Code: 50830; SWIFT Code: SBININBB001; IFSC Code : SBIN0050830 with details to the institute about the remittance or
- d) Demand Draft/Bankers Cheque in favour of "Indian Institute of Finance" payable at Delhi, India

Kindly direct your request with necessary document(s) to

The Registrar

Indian Institute of Finance

45A, Knowledge Park III

Greater Noida – 201310, Delhi NCR, INDIA

Phone: 9999321585; 9811971002; 0120-2323683

Email: info@iif.edu ; Web: www.iif.edu