

## Duplicate Marksheet

For Duplicate Marksheet(s), you are required to submit :

1. Photocopy of the Mark sheet
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.

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**	If Applied from abroad*
Up-to 2 years	INR. 2000/-	US\$100
After 2 years	INR. 3000/-	US\$ 200

\* Including postal charges

\*\* In-case Final certificate is required to be sent to an Overseas destination, the Speed Post/ Courier Charge in actual will have to be paid by the Applicant. [The Estimated charge is between INR 2,500/- to Rs. 5,000/- depending on destination country].

All Payments to be made through:

- a) Through Paytm directly into Institute account by scanning All-In-One QR Code at [www.iif.edu/paytm.htm](http://www.iif.edu/paytm.htm) or
- b) Credit Card at [http://registration.iif.edu/Online\\_payment.html](http://registration.iif.edu/Online_payment.html) i.e. Euro/ US\$ Payment are to be in equivalence of INR on the said date 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](mailto:info@iif.edu); Web: [www.iif.edu](http://www.iif.edu)