

## Duplicate Marksheet

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

1. **Photocopy of the Marksheet**
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.

	<i>If Applied from within India*</i>	<i>If Applied from abroad** , ***</i>
<b>Up-to 2 years</b>	<b>INR. 4,000/- + GST</b>	<b>US\$ 200 + GST</b>
<b>After 2 years</b>	<b>INR. 6,000/- + GST</b>	<b>US\$ 400 + GST</b>

\* Including postal charges

\*\* In-case Marksheet(s) is/are 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/- (+ GST) depending on destination country].

\*\*\* For Overseas Payment 10% Bank Transaction Charge in addition is applicable

*All Payments can be made Online through [www.iif.edu/payment.htm](http://www.iif.edu/payment.htm)*

- a) 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
- b) Paytm using All-In-One QR Code at [www.iif.edu/paytm.htm](http://www.iif.edu/paytm.htm) or
- c) Credit Card for Overseas Payment using Paypal Payment Gateway (Request Invoice)

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)