



ACADEMIC SECTION

PROCEDURE FOR OBTAINING OFFICIAL TRANSCRIPTS & VERIFICATION OF ACADEMIC CERTIFICATES

➤ **OFFICIAL TRANSCRIPTS:** Alumni of Indian Institute of Science , requiring official Transcripts for the purpose of seeking Admission / Jobs , etc ., should furnish the following particulars :

- 1) Student Name
- 2) S.R Number
- 3) Program and Department
- 4) Degree Obtained
- 5) Details of the Transcripts
- 6) Number of Transcripts copies required
- 7) Address / University full address to whom the transcripts is / are to be sent (With contact Number)

Fee for the official Transcripts :

SL.NO	REQUIREMENT	DESTINATION	FEE PAYABLE (INR)
1	For issue and dispatch of official transcripts	Address (Abroad)	1,600/-
2	For issue and dispatch of official transcripts	Address (With in India)	400/-
3	Only for issue of official transcripts (without postal expenses/receiving in person)	Institute (Academic Section)	300/-

Attachments :

1. Copies of transcripts and degree certificates that need to be officially verified.
2. Payment Receipt

➤ **VERIFICATION OF ACADEMIC CERTIFICATES:**

Fee for ex-student verification :

SL.NO	REQUIREMENT	DESTINATION	FEE PAYABLE (INR)
1	For verification of academic records	Abroad	1,600/-
2	For verification of academic records	With in India	400/-
3	For verification of academic records through online	-	300/-

Attachments :

1. Copy of documents that need to be verified
2. Payment Receipt



Indian Institute of Science (IISc) Bangalore-560012 (India)

भारतीयविज्ञानसंस्थानबैंगलोर- 560012(भारत)

वेबसाइट/Website: www.iisc.ac.in

Institute Bank Details for Remittance of an applicable fee

Name of the Customer (As in Bank Account)	INDIAN INSTITUTE OF SCIENCE
NAME OF THE BANK	STATE BANK OF INDIA
Bank Branch (Full Address)	INDIAN INSTITUTE OF SCIENCE, SCIENCE INSTITUTE OF POST OFFICE, BANGALORE -560012
Bank Account Number	10270577018
Type Of Bank Account	Saving Bank Account
MICR Code Of The Bank	560002020
Telephone Number Of Bank	080-23600567/080-23604525/080-23600165
Mode Of Electronic Transfer Available In The Bank	RTGS & NEFT – IFSC Code No. SBIN0002215
Full Address	FINANCIAL CONTROLLER INDIAN INSTITUTE OF SCIENCE SCIENCE INSTITUTE POST OFFICE BANGALORE – 560012
FAX No. 080-23602324	Telephone No. 080-22932250 /23600612/22932207
E-mail (If any)	fc.fna@iisc.ac.in
SWIFT CODE for forex Remittance to IISC A/c	SBININBB425 10270577018


Assistant Registrar
Finance & Accounts
Indian Institute of Science
Bengaluru-560 012

Note

Queries may be mailed to - award.acad@iisc.ac.in

Contact Number – 080-22932233 / 080-22932210


Deputy Registrar (Academic)