

**File No.SBTET-POE1/12/2019-POE1**  
**STATE BOARD OF TECHNICAL EDUCATION AND TRAINING**  
**TELANGANA :: HYDERABAD**

From,  
**Dr.C.Srinath,**  
M.Tech., Ph.D., M.B.A., LL.M.,  
Secretary,  
State Board of Technical Education and  
Training, S.V.Bhavan, Masabtank,  
Hyderabad-28.

To,  
The Principals of all the  
Government/Aided/Private & Pharmacy  
Polytechnics including the Private  
Engineering Colleges offering 2<sup>nd</sup> shift  
Diploma Courses in the State.

**Sir/Madam,**

**Sub:-** SBTET-Post Exams-Student Services-Revision of the Charges for all  
Student Services-Communicated-Regarding:-

**Ref:-** 1) Resolution No: 16-13/2021 of 16<sup>th</sup> Board Meeting held on  
16.12.2021.

2) Note # 77 approval of the Chairman, SBTET

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In the reference cited above, the Board considered and approved the revision of Charges for all the existing student services with effect from 01.01.2022, vide Resolution No: 16-13/2021 of 16<sup>th</sup> Board Meeting held on 16.12.2021. Revised Charges for all the Student Services are as follows.

<b>S.No.</b>	<b>Student Services</b>	<b>Revised Charges in Rs. w.e.f. 01.01.2022</b>
1	Migration Certificate	1000/-
2	Interim Certificate	1000/-
3	Transcripts (per page)	200/-
4	Name Correction	300/-
5	Genuineness Verification per candidate (for Private Organizations and Individuals only)	1500/-
6	Diploma Marks Memo(Duplicate) (per memo)	1000/-
7	Diploma Certificate (Duplicate)	2500/-
8	Diploma Certificate (Triplicate)	5000/-
9	Diploma Pass Certificate under the Exemption of 3 Backlog Subjects	2000/-
10	Diploma Pass Certificate under the Exemption of 3 Backlog Subjects (Duplicate)	4000/-
11	Consolidated Memorandum of Grades (CMG) for C18 Scheme Students (Duplicate)	1500/-
12	Consolidated Memorandum of Grades (CMG) for C18 Scheme Students (Triplicate)	3000/-

In this connection, the Principals of all the Government/Aided/Private & Pharmacy Polytechnics including the Private Engineering Colleges offering 2<sup>nd</sup> Shift Diploma Courses in the State are requested to circulate the above revised charges of student services among the staff and students with wide publicity and also to place the same on the college Notice Board for information to the students.

**(This has the approval of the Chairman, SBTET)**

**SECRETARY**

To  
Copy submitted to the Commissioner of Technical Education, Telangan for kind  
favor of information