

**CHARGES FOR VARIOUS CERTIFICATES  
(WITH EFFECT FROM 1/06/2024)**

S.NO.	DETAILS	CHARGES
1	W.O.LH Bonafide--Character/ LH-Bonafide/ First Attempt Certificate	₹ 100/- & ₹ 200/-
2	Bonafide/Character Certificate on Letter Head	₹200/-
3	College Leaving Certificate	₹200/-
4	No Objection Certificate	₹200/-
5	Transference Certificate (Transfer Certificate)	₹ 100/-+ (₹ 100/- Courier Charges)
6	Duplicate Marksheet prepared by College	₹ 500/Each
	Letter for Duplicate Marksheet / Passing (Jr. College)	₹200/Each
7	<b>TRANSCRIPTS</b>	
	Typed By College (Five Copies)	₹ 2000/-
	Extra Copies of Transcripts over and above five copies	₹ 150/EACH
8	Attested True Copies with Principal Signature Stamp	₹ 20/-
9	Attested True Copies with Principal Signature	₹ 40/-
10	D.C.A. Transcripts in India / MOI	₹ 500/- & ₹100/-
	D.C.A. Transcripts Abroad	\$50
	D.C.A. Transcripts Abroad (Posting and Courier)	\$100
11	Railway concession [Local]	₹ 10/-
12	Railway concession [Outstation]	₹ 10/-
13	Air concession (Form for Pincipal's Signature)	₹ 10/-
14	Typed Certificates (on Letter Head)	₹ 200/-
15	Hostel Forms and Prospectus	₹ 300/-
	Hostel processing charges after Interview	₹ 300/-
16	<b>RECOMMENDATION LETTER</b>	
	Original	₹ 300/-
	Each Additional Copy	₹ 50/-
17	Education Verification from Agencies in India	₹ 600/- + ₹ 100 (Posting/Courier]
18	Education Verification from Foreign Companies	\$25
19	Conversion Marks	₹ 200/-
20	Provisional Degree Certificate	₹ 200/-
21	Back Log	₹ 200/-

31ST MAY, 2024

*A.P. Pahi*  
DR. ANAGHA TENDULKAR PATIL  
PRINCIPAL  
PRINCIPAL SOPHIA COLLEGE  
(AUTONOMOUS)