



**ISLAMIC UNIVERSITY OF SCIENCE & TECHNOLOGY  
AWANTIPORA, KASHMIR**

**OFFICE MEMO**

**Subject : Issuance of Offline Academic Transcripts – reg.**

In order to facilitate the requirement of students for the purpose of applying to various Institutions within and outside the Country and also for purpose of HRD attestation, it is notified for the information of all concerned that the following services can be availed from the office of Controller of Examinations:

S No.	Name of Transcript / Certificate	Application fee per copy	Timeline for issuance
1	Offline generated Transcript specifying SGPA and or CGPA	Rs. 200/-	02 days
2	Two page offline additional copy of Academic Transcript	Rs. 200/-	03 days

Sd/-  
Controller of Examinations

No: IUST/CoE/Notice/23/07  
Dated: 10-01-2023

Copy to :

1. Dean Academic Affairs
2. Finance Officer
3. All Deans / In-charge Deans of Schools
4. All Principals of Colleges
5. All Heads / In-charge Heads of Departments / Centres/ Colleges
6. Secretary to Vice Chancellor for kind information of Hon'ble Vice Chancellor
7. P A to Registrar for kind information of Registrar
8. Notice Board
9. File

*Mubair*  
10/01/23  
Deputy Registrar - Examinations