

National Institute of Industrial Engineering, Mumbai

Request for issue of Transcripts

You may place a request for the transcript by writing application to

Deputy Registrar/ Assistant Registrar (Academic)
National Institute Of Industrial Engineering (NITIE)
Academic Section, Vihar Lake Road, Mumbai 400 087
Maharashtra, India

Contact: transcript.nitie@nitie.ac.in; Telephone: 022-28573371 Extension 5224/28035224 (**Ms. Shalon Thosar**)

Give details your academic record like:

- Name, Roll No., Name of Programme and Passed out year

Charges:

- Charge for first set Rs.500/- (Rupees Five Hundred only) and charge for every additional transcript is Rs.100/- (Rupees Hundred only) provided that this request for additional transcripts was made along with request for first set of transcripts.
- E.g. if a request for 5 sets of transcripts is made at the same time, the total charges will be Rs.500 x 100 x 4=Rs.900/- (Rupees Nine Hundred only). These charges are applicable for requests made **within two years of completion of the programme.**

If the transcript are requested **later than the two year period**, then the applicant has to pay Rs.500/- (Rupees Five Hundred only) per set of transcript if he/ she is applying from India plus Rs.300/- (Rupees Three Hundred only) for postage charges.

The charges for those who are applying for the transcripts from abroad is \$50/- (American Dollars Fifty only) per set irrespective of the year of completion of the programme plus \$50 (American Dollars Fifty only) for postage charges.

Mode of Payment:

The charges will have to be paid by way of Demand Draft in favour of **NITIE, Mumbai** or through online to SBI, Vihar Lake Branch, Mumbai-400087.

Bank Name	-	State Bank of India
Account Name	-	NITIE Main Account
Current Account No.	-	10007680096
IFSC code	-	SBIN0009055
Branch Name -	-	NITIE Vihar Lake
Branch Code	-	09055

After online transfer/remittance, the payee must furnish the following details:

Payee's Name	:	
Bank Name	:	
Branch Name	:	
Account Number	:	
Branch Code	:	
IFSC Code	:	
Transaction ID/UTR No./Journal No.	:	
Date of Transaction	:	
Transaction Amount	:	