CPI TO PERCENTAGE CONVERSION CERTIFICATE

A. CPI TO PERCENTAGE CONVERSION CERTIFICATE:

Institute follows a grade based system and awards A*,A,B+,B,C+,C,D+,D,E,F,S,X grades to the students. As such no equivalence of CPI to percentage is provided. However, notionally, the CPI may be multiplied by a factor of 10 to obtain the numerical percentage. A certificate stating above is called CPI to percentage conversion certificate.

B. FEE:

A student has to pay an amount of Rs.100/- for current students and Rs.200/- for pass-out students towards processing fee.

C. POSTAL CHARGES:

If the student or his/ her representative is unable to collect the certificate in person from the DOAA office, Institute can post the same at his/ her requested address on payment of Rs. 200/- (if to be posted within India) else, Rs. 1,500/- (if to be posted outside India).

D. PAYMENT OF CHARGES:

Payment, in total, may be made through Bank Draft drawn in favor of "THE REGISTRAR, IIT KANPUR" payable at "KANPUR"

OR

The amount, in total, may be paid through Net Banking by transferring/depositing the total amount in our bank account as detailed below:

Bank name:	STATE BANK OF INDIA
Bank branch:	IIT KANPUR
Bank A/c No.:	35973361835
Bank Swift code:	SBININBB499
Beneficiary code:	SBIN0001161
Beneficiary name:	Registrar, IIT Kanpur

Furthermore, if you pay/deposit the amount through net banking/ cash deposit, you have to send/ email the scan copy of the transaction receipt detailing the transaction to pg_office@iitk.ac.in or virend@iitk.ac.in (for Postgraduate Programmes) and ug_office@iitk.ac.in or satul@iitk.ac.in (for Undergraduate Programmes) and dloffice@iitk.ac.in (for eMasters Degree Program).

E. MAILING ADDRESS:

You may post your application along with Demand draft at the following address:

Assistant Registrar (Academic Affairs)

Room No. 201
Academic Affairs Building
(Adjacent to Staff Canteen)
Indian Institute of Technology Kanpur
Kanpur - 208 016
Uttar Pradesh
India

F. PROCESSING:

Upon receiving the bank draft/ net banking transaction receipt, postal address(s) (at which the certificate is to be posted), and other relevant paper(s), if any, the request will be forwarded to the concerned unit for further processing.

May kindly note that it takes approximately 4 working days from the day of receiving the above documents to process an application (this excludes postal time).

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