



**WEST BENGAL COUNCIL OF HIGHER SECONDARY EDUCATION
VIDYASAGAR BHAVAN
9/2, BLOCK-DJ, SECTOR-II, SALT LAKE
KOLKATA – 700091**

No. : L/SECY/107/2022

Date: 29/12/2022

NOTIFICATION

As directed, this is to notify that the Council has revised its fees structure to be effective from 02nd January, 2023. The revised fees structure has been uploaded along with this notification for information of all concerned.

(Tapas Kumar Mukherjee)

Secretary

W.B. Council of H.S. Education

FEES STRUCTURE
w.e.f. 02/01/2023

Purpose		Fee (Rs.)
1. Duplicate documents	Mark Sheet , Pass Certificate , Registration Certificate , Admit Card	200 per document
2. Migration Certificate / Duplicate Migration certificate	Within 2 (Two) working days	1,000
3. Correction of Mark Sheet , Pass Certificate , Registration Certificate , Admit Card	Up to 31 st December of the current year i.e, year of issue of document	Nil
4. Correction of Mark Sheet , Pass Certificate , Registration Certificate , Admit Card related to H.S Examination within a period of last	2 years	100 per document
	3 to 8 years	200 per document
	9 to 11 years	300 per document
	12 to 16 years	500 per document
	17 to 21 years	700 per document
	22 to 26 years	900 per document
	27 to 31 years	1,100 per document
	32 to 36 years	1,300 per document
	37 to 41 years	1,500 per document
	More than 41 years	1,700 per document
5. Renewal of Recognition without late fee	1 st January to 30 th June of every year	Nil
6. Late Fee for Renewal of Recognition of Institution	After 30 th June of every year <u>Details given in Sansad Parichiti,2022</u>	3,000 for every defaulting year
7. Delay Fine in responding to queries related to Renewal of Recognition of Institution	<u>Details given in Sansad Parichiti,2022</u>	1,000 for every defaulting year
8. Late Fee for Submission of application for Subject introduction , Co-Ed permission , Excess admission	After 31 st July of every year <u>Details given in Sansad Parichiti,2022</u>	1,000
9. Collection of Rank Card	-----	500
10. Transcription of Mark Sheet	-----	750 per candidate
11. Sending Transcription out of India	-----	5,000 per candidate
12. Verification of document (Mark Sheet)	Trainee / Student Cases	200 per candidate
	Employment Cases	500 per candidate
No fee is required for the applicants who will produce BPL Certificate from Competent Authority.		