

**ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES, RAJAMPET
(AUTONOMOUS)**

EXAMINATION SECTION

Academic verification of current and passed out students is performed at Examination section of Annamacharya Institute of Technology and Sciences, Rajampet (AITSR). Academic credentials such as degree, course of study, dates attended, year of award, grade/percentage obtained etc., are verified upon receiving request.

I. Verification Fee and Payment Options

- A fee of **Rs. 1000/-** per candidate (from Indian Agencies) OR **US \$100** (for foreign agencies) is charged towards the academic verification.
- Payment can be made either by ONLINE mode / Demand Draft (DD)

➤ **For ONLINE payment**

Bank Account Number : **176310100040041**
Account Name : **DIRECTOR AITS EXAMINATIONS**
Bank Name : **Union Bank of India**
Bank Branch : **New Boyanapalli**
IFSC Code : **UBIN0817635**

If the payment is made through online mode, then send the scanned copy of the transaction receipt to coe@aitsrajampet.ac.in

➤ **For Demand Draft,**

In favor of "The Principal, Annamacharya Institute of Technology and Sciences", payable at Rajampet. If the payment is made through demand draft, then send Demand Draft to the Institute address and the scanned copy of the Demand draft mail to coe@aitsrajampet.ac.in for information.

II. Verification Procedure

To obtain academic verification of current / passed out students, organizations seeking verification are requested to follow the procedure given below

- Send request with complete details of the student and relevant documents such as Degree Certificate/Marks Memo to coe@aitsrajampet.ac.in
- Send the proof of payment / scanned copy of the transaction receipt to coe@aitsrajampet.ac.in.

➤ III. Processing Time

Academic verification requests shall be processed within two working days upon receipt of the request and payment of verification fees.

Processing may take longer time if,

- Incomplete details are provided
- Details provided do not match with our records

IV. Contact

For further details / any queries, please contact

Mr. R Madana Mohan

Assistant Controller of Examinations

Phone Number: **+91-8565-251864**

Mobile Number: **8096671432**

Email-id: coe@aitsrajampet.ac.in

Log on: <https://aitsrajampet.ac.in/academics>



PRINCIPAL