

## **1. Procedure for attestation of documents**

Dear student,

Please follow the following steps for getting your documents attested from Director Board of Examinations and Evaluation of this University. Submit an application at Examinations and Evaluation Cell Window along with original documents and copies thereof to be attested.

1. Take the receipt from the window official and note your request number for future reference.
2. The applicant may depute their representative (*relative, friend etc.*) in absentia.
3. Collect all the attested documents along with the originals within 5 working days.

4. pay the required fees of Rs.200/- per bunch (Semester I to VIII ) and mail the copy of Bank Receipt to us at the earliest.

## **2. Duplicate Semester Grade Report**

Dear Student,

for the duplicate Semester Grade Report, you need to submit the application at Examinations and Evaluation Cell window along with Affidavit for lost document & fees paid receipt. you need to pay the required amount at the rate of Rs.200/- per document.

**The required fees may be paid at SB collect option on link below**  
**<https://www.onlinesbi.com/>**


### State Bank of India

New User Registration / Activation; How Do I; Customer Care; Lock & Unlock User; SBI's internet banking portal provides personal banking services that gives you complete control over all your banking demands online.

[www.onlinesbi.com](http://www.onlinesbi.com)

Please feel free to contact us on phone (Afternoon-Office 020-25507075)

020-25507078 (Morning -Window)

  
**Director**  
**Board of Examination and Evaluation**  
**COEP Technological University (COEP Tech)**  
**Pune-411005**