



ST MARY'S COLLEGE (AUTONOMOUS)

College Road Thrissur - 680 020

Re-accredited by NAAC With A+ Grade

Email: coe@smctr.ac.in Ph: 0487 2333485

PROGRAMME FEE STRUCTURE

W.E.F. ACADEMIC YEAR (2025- 2026)

FYUG Programme

1. BA/B.Com/B.Sc./BSW	Odd (Amount in Rs/-)	Even (Amount in Rs/-)
Application Fee	55	55
Each Theory Paper:		
First appearance	170	200
Supplementary	170	200
Improvement	275	275
Project/Dissertation evaluation	300	300
Viva Voce	300	300
Fee for late submission of dissertation/project	300	300
Mark List	140	140
C.V. Camp Fee		
First appearance	210	210
Improvement	110/ Paper- Maximum of 330	110/ Paper- Maximum of 330
2. BCA/BBA/B Voc	Odd (Amount in Rs/-)	Even (Amount in Rs/-)
Application Fee	55	55
Each Theory Paper:		
First appearance	170	200
Supplementary	170	200
Improvement	275	275
Practical		
First appearance	220	220

Supplementary	210	210
Project/Dissertation evaluation	300	300
Viva Voce	400	400
Fee for late submission of Dissertation/Project	300	300
Mark List	140	140
C.V. Camp Fee		
First appearance	210	210
Improvement	110/ Paper- Maximum- 330	110/ Paper-Maximum- 330

CBCSS- PG Programme

3. MA/M Sc/M Com	Amount in Rs/-
Application Fee	60
Each Theory Paper:	
First appearance	110
Supplementary	210
Improvement	210
Each Practical:	
First appearance	210
Supplementary	300
Project/Dissertation evaluation	200
Viva Voce	200
Fee for late submission of Dissertation/Project	675
Mark List	70
C.V. Camp Fee	
First appearance	250
Improvement	300 (Irrespective of the number of Papers appearing)

4. M Voc	Amount in Rs/-
Application Fee	60
Each Theory Paper:	
First appearance	110
Supplementary	210
Improvement	250
Each Practical:	
First appearance	210
Supplementary	300
Project/Dissertation evaluation	300
Viva Voce	300
Fee for late submission of Dissertation/Project	700
Mark List	70
C.V. Camp Fee	
First appearance	250
Improvement	300 (Irrespective of the number of Papers appearing)
5.Token Registration	
Token Registration to move to next Semester without appearing for End Semester Examinations	1000
6.Provisional Registration	1000
7. Matriculation/Re Matriculation	
Matriculation Fee	160
Re- matriculation Fee	210

8. Recognition of Qualifying Examination	
Recognition Fee	175
9. Condonation –Shortage of attendance	
Condonation fee (up to 10 days)	500
Condonation fee (up to 20 days)	1000
Fine for delayed submission of application	1000
10. Revaluation of Answer Papers	
Revaluation	900 (per paper)
Fine for effecting revalued marks	500 for each year after 6 months from the date of revaluation memo
Additional fine thereafter for each year till the date of submission of the mark-list	650 (per year)
Fee for Duplicate RV Memo	280 (any memo after 1 year)
Scrutiny of answer papers	130
Issuance of photocopies of answer paper	275 (per paper)
11.Special Supplementary Examination	Rs.3250/-Processing Fee. Exam Fee Rs.150/Paper
12.Provisional Certificate	
U G Programmes	160
P G programmes	200

M Phil/Ph. D	400
Additional fee for issuing provisional certificate after one year from the completion of the programmes	300
13.Consolidated Mark-list	
Consolidated Mark-List (including postal charges)	450
Duplicate Mark list	500
Duplicate Mark List for each Semester	475
Fee for statement of Marks issued to candidate who have not passed but completed the programme.	300
Fine for not submitting the mark-list for effecting the change in the marks after revaluation within six months from the date of RV memo	Nil
14.Rank Certificate/Position Certificate	
Rank Certificate / Position Certificate	400 (including postal charges)
15.Other Certificates	
• Confidential Mark List (including postal charges)	400
• Genuineness Verification (per document) in India	2000
Outside India	4000
• Official Transcript	5000
SEARCH FEE (One search fee is needed for programs at a time)	
Up to 5 years of passing the exam	310
Fee Between 5 to 10 years of passing the exam	530
Above 10 years of passing the exam	1000
Postal Charges (inside India)	60
• Unclaimed Documents	
Up to 1 Year (per document)	300
Between 1 - 2 Years	500

Between 2-5 Years	1000
Above 5 Years	2000
Duplicate Mark List	500
*2 nd time Duplicate Mark List	1585
*Search Fee for 1-3 years	160
3-10 years	800
Above 10 years	1500
Duplicate TC	250
16.Name Correction (If the error is due to negligence on the part of the College) Up to one year	No Fee
After one year and up to 3 years	300 per mark list
After 3 years and up to 10 years	600 per mark list
After 10 years	1200 per mark list
(If the error is due to negligence on the part of the candidate)	
Up to 3 years after the issuance	350 per mark list
After three years and up to 10 years of issuance	750 per mark list
After 10 years of issuance	1300 per mark list
Name Change	2500
17. Cancellation of Course Registration	2000
18.Other Fees	
Fine for late application after the prescribed date of registration for the examination (10 days before the examination)	500
Super fine for late application for the examination (5 days before the examination)	1300

• Reappearance for betterment of results-service charge for releasing TC and Marklist	
i. Before completion of the examination	300
ii. After completion of the examination but before publication of results	150
• Late Fee for submission of request for Grace mark after the last date of application	100
• Late fee for submission of the request for award of grace marks after one year from the date of publication of results of examinations of the respective academic year for which they are eligible for grace marks	1300 (after 6 months)
• Duplicate Hall Ticket	280

Ph.D. Programme –Fee Structure

	Ph. D Registration / Cancellation etc.	Fee (Rs/-)
1	Ph. D Registration including application fee	3500
2	Ph. D Exemption from PQE/Course work	500
3	Ph. D Guide change	1500
4	Ph. D Centre Change Fee	1300
5	Ph. D Co-Guide Induction	750
6	Ph. D Conversion to Part-Time / Full-Time	750
7	Ph. D Cancellation of Ph. D Registration	500
8	Ph. D Extension Fee - Six months	1500
9	Ph. D Extension Fee - one year	2750
10	Ph. D Re-registration Fee	
i	Ph. D Re-registration	6500
ii	Late Fee (per year)	2600

Meera

PRINCIPAL-IN-CHARGE
ST. MARY'S COLLEGE
(Autonomous)
THRISSUR - 680 020

Dr C R Meera

Dr C R Meera
CONTROLLER OF EXAMINATION
ST. MARY'S COLLEGE (AUTONOMOUS)
THRISSUR - 680 009

