Issue of Duplicate degree:

Duplicate degree is issued only for genuine cases and for that purpose simple application enclosing the following to be sent to Academic Section, IITM.

1. **Copy of FIR filed with Police intimating the loss of the Certificate**
2. **Non traceable Certificate/ letter issued by the Police authority.**
3. **Affidavit signed in the stamped paper (Rs. 20/-) with an undertaking to return the duplicate degree in the case of original is found out. (Format of affidavit given in the next page)**
4. **a) DD for Rs. 10,000/- (Rupees Ten thousand only) drawn in favour of " The Registrar IIT Madras (For the request from Alumni of India)**
   b) DD for US$ 200/- (US dollar two hundred only) drawn in favour of " The Registrar IIT Madras (For the request from Alumni of outside India)
5. **Two pass port size Photograph.**

Affidavit Format:

AFFIDIVIT OF Sri/Smt /Dr. -

I, - S/o, D/o -
- - -, aged about - - - - - - - - - years and residing at -
-     do   hereby
solemnly affirm and sincerely state as follows :

I state that I have lost my - - - - - - - - - - - - - - degree certificate (Roll No. -
- - - - - - - - - - - - - - - - - - -) given in the year - - - - - - - - - and if I do manage to recover
or find the original - - - - - - - - - - certificate, I shall return the duplicate
certificate to the concerned authorities at I.I.T.M. Chennai.

The above mentioned facts are true and correct to the best of my
knowledge, information and belief.

Signature of the Deponent

Solemnly affirmed at Chennai
On this - - - - - - day of - - - - - - - - - - - - -20- -   Deponent signed before me
And signed her name in my presence   Seal of the Notary