MAHATMA GANDHI INSTITUTE OF TECHNOLOGY (Autonomous)
Kokapet (Village), Gandipet (Mandal), Hyderabad 500 075.
EXAMINATIONS CELL (CONFIDENTIAL)

No. 62/ECC/MGIT/2025   Date: 21.05.2025

CIRCULAR

All the **B.Tech. VIII Semester (MR-21) students** who are appearing for **B.Tech. VIII Semester Regular Examinations (MR-21 Regulations) during June 2025** are hereby informed to pay the following fee for issue of Provisional Certificate (PC) and Consolidated Memo of Marks/Grades and Credits (CMM) on or before **30th May 2025** without fail and submit the filled in application form in the **Academic and Examinations Section (AES)** enclosing the Fee payment receipt.

Fee particulars:

Provisional Certificate (PC) and Consolidated Memo of Marks/Grades and Credits (CMM): **Rs.1200/-**

The payment of PC/CMM fee from any bank shall be through NET banking NEFT only.
a. Account Number   : MCOE followed by Roll number (Example: MCOE1234567890)
b. Account Name   : MGIT COE Section
c. Type of Account   : Savings Account
d. Branch Name   : CMS Mumbai/CMS New Delhi (Not Mandatory)
e. IFSC code   : ICIC0000104

The students are advised to follow the enclosed instructions for online mode of payment of PC/CMM fee.

NOTE: PC and CMM will be issued only to the students who have paid the above mentioned PC/CMM fee and submitted the filled in application form in the Academic and Examinations Section (AES) along with the Fee payment receipt.

Controller of Examinations   Vice-Principal   Principal

Copy to:
1. The Vice-Principal for information.
2. Director, AES for information and necessary action.
3. HoDs, with a request to circulate the notification among the concerned B.Tech. Students.
4. Accounts Officer for information and necessary action.
5. Web Team for uploading to college website.
6. PA to Principal for information.

CE	EEE	ME & MCT	ECE	CSE	IT	MME	CSE ET	M&H	P&C

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Instructions for Online mode of Payment of Examination Registration Fee

The students are advised to pay the examination fee through virtual mode using the details given below:

Beneficiary Account Name	Beneficiary/ Student Account Number (student specific)	IFS Code
MGIT COE Section	MCOE followed by HALL TICKET NUMBER(without space and without hyphen)	ICIC0000104 (CMS Mumbai (or) CMS New Delhi)

I. Online Transfer Mode:

Payment of examination fee from any bank shall be through Net Banking **NEFT only involving** the following steps: **(UPI/IMPS will not work)**

i. Login into Internet banking
ii. Go to the Make payment mode (Banks require you to register the Beneficiary details for one time – please complete the process before effecting the payment).
iii. To add beneficiary:

   a) Select manage payee
   b) Add other Bank payee (**Note: Do not select ICICI Bank payee even if you are a ICICI bank user**)

   c) Mention the Bank name as **ICICI Bank Ltd.**

   d) Branch name (Not Mandatory): **CMS Mumbai (or) CMS New Delhi**

   e) Enter Beneficiary Account Name: **MGIT COE Section**
   f) Enter Beneficiary / Student Account Number: **MCOE** followed by HALL TICKET NUMBER (without space and without hyphen)

   For example,
   If your Hall Ticket Number is **1234567890**, your Beneficiary / Student Account Number will be **MCOE1234567890**
   g) Confirm Payee Account Number (Beneficiary / Student Account Number)

iv. Enter IFS code ICIC0000104 (Note: The account name that will appear will be ICICI Bank, **CMS Mumbai or CMS New Delhi** as it is a Centralized Payment Solution)
v. Click on next page
vi. Confirm payee (Beneficiary / Student Account Number) details and you will be receiving a URN number to your registered mobile. Enter the URN number and submit. Then Payee (Beneficiary / Student Account Number) will be added successfully.
vii. Transfer the amount after 30 minutes to the added payee by **NEFT only**

II. Walk-in Mode:

1. Walk in to Bank where you have an account
2. Request for a NEFT form
3. Mention the Bank Name as ICICI Bank Ltd.
4. Mention the **Beneficiary Account Name as "MGIT COE Section"**
5. Mention Type of Account as " **Savings Account"**
6. Mention branch name as **"CMS Mumbai (or) CMS New Delhi"**
7. Mention IFS code : **ICIC0000104**
8. Mention Beneficiary / Student Account Number: **MCOE** followed by HALL TICKET NUMBER (without space and without hyphen)

For example,
If your Hall Ticket Number is **1234567890**, your Beneficiary /Student Account Number will be **MCOE1234567890**

9. Fill the amount to be paid / transferred.
10. Hand over the signed forms to the Bank official to initiate the payment.

Controller of Examinations

Principal

MAHATMA GANDHI INSTITUTE OF TECHONOLOGY (Autonomous)
Kokapet (V), Gandipet (M), Hyderabad-500 075, Telangana

APPLICATION FOR
PROVISIONAL CERTIFICATE (PC) AND
CONSOLIDATED MEMO OF MARKS/GRADES AND CREDITS (CMM)

HALL TICKET No. : | | | | | | | | | |

| **B.TECH.** | **REGULATION:** | MR-21 | **BRANCH:** | | **SEMESTER:** | VIII |

NAME OF THE CANDIDATE:
(As per the SSC in Block Letters)

FATHER'S NAME:

MOTHER'S NAME:

Amount Paid* (Rs.)   :...

Transaction Id   :...

Date of Payment   :...

Student Mobile No.   :...

* Fee for Issue of PC and CMM: **Rs. 1200/-**

Signature of the Student

Enclosure: Fee Payment Receipt

Acknowledgement

I _____ bearing Hall Ticket No:_____ submitted

PC/CMM application form on _____.

AES