

Time-limit for achieving the targets:

It varies from case-to-case basis. However, some basic time-limits are as under:

1. Issue of certificates/ transcripts to students: atleast 2 working days from the date of receipt of the application.
2. Processing of bills at department level: atleast 2 working days.
3. Release of payments: atleast 7 working days from date of receipt of bill in the Finance and Account Section.