

## Through E-mail

From

The Secretary  
Haryana State Board of Technical Education  
Sector 26, Panchkula

To

The Principal(s)  
Govt. /Govt. Aided /Self Financing Polytechnic

Memo No. 4

HSBTE/CERT/

Dated 16/4/2025

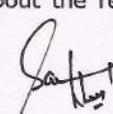
**Subject: Regarding Increase in fee for verification/Correction of Diploma Certificates/DMC's documents issued by HSBTE.**

**Kindly refer to the subject cited above.**

In this regard, I am directed to inform you that as per the decision taken by HSBTE, fees for verification / Correction in Diploma and DMC's issued by HSBTE has been revised **with immediate effect**. The revised increase fee structure along with existing fee structure is as follows:

| Sr. No. | Purpose                   | Existing fees structure                                                                                                                                                                                                                                                                           | Revised increase fee structure                                                                                                                                                             |
|---------|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.      | Verification of Documents | <b>Fee:</b><br>Rs 200/- per candidate &<br><br><b>For Centre &amp; State Govt. Department of India: No fees is charged</b>                                                                                                                                                                        | <b>Fee:</b><br>Rs. 500/- from private candidate/organization.<br>Rs.500/-from State/Central Board's/Corporations<br>State/Central Govt. Deptt. of India – No fees is charged               |
|         | Correction in DMC's       | <b>HSBTE Fee from Last 5 yrs</b><br>from the date of result declaration<br>Up to 1 year Rs.10/- (Per DMC)<br>Up to 2 years Rs. 100/- (Per DMC)<br>Up to 2 years Rs. 200/- (Per DMC)<br>Up to 3 years Rs.300/- (Per DMC)<br>Up to 4 Years Rs. 400/- (Per DMC)<br>Up to 5 Years. Rs.500/- (Per DMC) | <b>Fee:</b><br>From the date of result declaration<br>Up to one year Rs. 100 (per DMC)<br>After 1 year to 4 <sup>th</sup> year Rs. 300/- (per DMC)<br>After 4 <sup>th</sup> Year Rs. 500/- |
|         | Correction in Diploma     | No Charges up to One year from the date of Issuance of Diploma Certificate<br>After One year Rs. 1000/- per Diploma Certificate                                                                                                                                                                   | Up to One Year from the date of issuance of Diploma Certificate Rs. 500/- per Diploma Certificate<br>After One year – No change                                                            |

All the institutes are requested to inform all the students about the revision in fees for verification / Correction in Diploma and DMC's issued by HSBTE as above.

  
**Deputy Secretary  
HSBTE, Panchkula**

Endst. No. 5-7 /HSBTE

Dated: 16.04.2025

Copy of the above is forwarded to the following for information and necessary action please:

1. COE, HSBTE
2. Account Officer, HSBTE
3. DS(IT) for hosting on HSBTE website

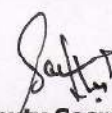
  
**Deputy Secretary,  
HSBTE, Panchkula**

Endst. No. 8-9 /HSBTE

Dated: 16.04.2025

Copy of the above is forwarded to the following for information please:

1. Secretary HSBTE
2. CoAF, HSBTE

  
**Deputy Secretary,  
HSBTE, Panchkula**