



OFFICE OF THE REGISTRAR
JAGANNATH BAROOAH UNIVERSITY

(Established: 2023)

From: *Dr. Utpal Jyoti Mahanta*, M.Sc. (Gold Medallist), Ph.D.
Registrar

Ref. No. JBU/Misc/2026/28,

Date:09/07/2026

OFFICE ORDER

In partial modification of the existing procedure, it is hereby notified for the information of all concerned that a processing fee of ₹100/- (Rupees One Hundred only) shall be charged for the issuance of the following certificates to students and passed-out students:

1. Character Certificate (for students and passed-out students).
2. Bonafide Certificate.
3. Reading/Study Certificate.
4. Any other student-related certificate issued by the University.

Applicants are required to deposit the prescribed fee of ₹100/- at the University Office Counter and submit the payment receipt along with the application. No application for the above-mentioned certificates shall be processed without proof of payment of the prescribed fee.

This Office Order shall come into force with immediate effect and shall remain effective until further orders.

This Office Order is issued with the approval of the Competent Authority.

Registrar,
Jagannath Barooah University,
Jorhat, Assam.

Jagannath Barooah University
Jorhat, Assam, India

Copy to:

1. P.A. to the Hon'ble Vice-Chancellor, for kind information.
2. Cash Counter In-charge, for information and necessary action.
3. Dean of Academic Affairs, for information.
4. Office File.

Registrar,
Jagannath Barooah University,
Jorhat, Assam.