

NOTICE

Subject: Fee and Procedure for Student Verification by Third-Party Verification Agencies

All Third-Party Verification Agencies, Background Verification Agencies, Employers, Educational Institutions, and other authorized organizations are hereby informed that the prescribed fee for verification of academic credentials issued by **Rabindranath Tagore University (RNTU)** is **₹1000/- (Rupees One thousand Only)** per student verification request.

The prescribed verification fee shall be deposited into the **University Bank Account**. After successful payment, the agency must submit the verification request along with the payment receipt, complete student details, and supporting documents to the University's official email address:

Email: studentverification@rntu.ac.in

University Bank Account Details

Particular	Details
Account Name	Rabindranath Tagore University
Bank Name	PUNJAB NATIONAL BANK
Branch	VIDHYA NAGAR HOSHANGABAD ROAD
Account Number	3227002100050952
IFSC Code	PUNB0655300

Verification requests will be processed only after confirmation of the payment by the University. The University shall normally provide its response within **5–7 working days** from the date of payment verification.

The verification request must include the following:

- Student's Full Name
- Enrollment/Roll Number
- Programme and Year of Passing
- Copies of the documents requiring verification

- Proof of payment of the prescribed verification fee

Requests received without proof of payment or with incomplete information shall not be processed.

Government Departments/Organizations, Statutory Bodies, Regulatory Authorities, and Law Enforcement Agencies are exempted from payment of the verification fee. However, such organizations must submit their verification requests through their official letterhead or official email domain for authentication.

The University reserves the right to seek additional information or supporting documents, if required, before issuing the verification report.

By Order

Examination & Confidential Department
Rabindranath Tagore University