



Registrar Services Charge Rate, Effective as of July, 2024G.C

No	Service Type		Service Charge	
			Ethiopian (Birr)	Foreigner (USD)
4.1	Application fee for new admission applicant, readmission, withdrawal, exit exam or other application not specified here		300	50
4.2	Course registration fee per semester		100	20
4.3	Late registration with penalty	First 3 days after normal registration	300	20
		Next 3 days after normal registration	500	50
4.4	Name change (before graduation) and spelling correction (before and after graduation)		500	50
4.5	Birth date correction (before and after graduation)		300	50
4.6	Student ID Replacement (for any case)		300	40
4.7	Original Degree Preparation	Normal order (1500Birr)	Printing cost+200Birr (30USD)	
		Urgent order	Printing cost+1000Birr (100USD)	
4.8	Original Degree Replacement		2x (Printing cost + service)	
4.9	Certificate/document Replacement (lost, damage, and etc.)	Temporary degree, Student Copy, To Whom It May Concern	200	30
		Semester Grade report (original)	100	10
		Cost Sharing Agreement	500	-
4.10	True Copy /Authentication		200	30
4.11	Document/degree verification hard copy or email	Local	200	30
		International	400	50
4.12	Official Transcripts	Postal (Local EMS:545)	Postal service+200	Postal service+30
		Email (Local/International)	300	50
4.13	Medium of instruction, grading scale any 'to whom letter', status of evidence, course description etc.		200	50
4.14	University/department/curriculum transfer application form		200	50
4.15	Copy of documents from files (clearance, receipt, registration slip, grade report for non-graduated)		30	10
4.16	Remarking of exam papers for all modality		150	20

Note:

No	Account Owner	Currency	Account Number
1	Bahir Dar University, Engineering Faculty (BiT)	Birr	CBE: 10000 130 945 63
2	Bahir Dar Institute of Technology (BiT)-Bahir Dar University	USD	0102141300003

