

APPLICATION FORM FOR AWARDING GRACE MARKS FOR BA/BSW/BVC/BTTM

Name of the candidate

Register Number

Name of the College

Eligible grace marks may be distributed to the following papers.

Name of Year / Semester	Name of Course	Course code	Existing Marks/Grade Point	Letter Grade Obtained	Grace Marks to be added	Total
(1)	(2)	(3)	(4)	(5)	(6)	(7)

I am aware that once the grace marks are awarded, I will not have any claim for the same again.

Date:

Signature of the Candidate

For Office Use

As per Order No./Letter No.

Sri/Smt.....with Reg. No. is eligible for grace marks/ grade point for

The date has been verified and found correct. Sanction may therefore be accorded to effect the grace marks/grade points as detailed below and to issue revised grade card to the candidate.

Sl No.	Name of Course	Course code	Existing Marks/Grade Point	Letter Grade Obtained	Grace Marks to be added	Total (After effecting grace marks)	Remarks
Grand Total							

ASST

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DR

CE/JCE

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Name of the candidate :
 Register Number :
 Name of the College/Centre of Exam :
 Name of Programme :
 Address to which communications are to be sent :
 Activities for which grace marks is eligible :

NSS	NCC	SPORTS	CULTURAL ACTIVITIES	OTHERS
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Percentage of attendance secured by the candidate
 per semester/year for degree course :
 Sanctioned Order No. and Date :
 Marks/grade point eligible (As per certificate / Order) :

Academic Year		Marks/Grade		Total
From	To	For Certificates	For attendance (per Semester)	
Grand Total				

Date :

Signature of the Candidate

Signature of NCC Officer with Seal
 (for NCC Grace Marks)

Signature of Principal with Seal
 (for all categories)