



PGP COLLEGE OF ENGINEERING AND TECHNOLOGY,
(An Autonomous Institution)
NAMAKKAL - 637 207

OFFICE OF THE CONTROLLER OF EXAMINATIONS

APPLICATION FOR OBTAINING DUPLICATE FOR LOST/DAMAGED
STATEMENT OF GRADES/CONSOLIDATED STATEMENT OF GRADES

1. Name of the Applicant (Block letters) :
2. Father's Name (Block Letters) :
3. Degree and Branch :
4. Register Number :
5. Sex :
6. Duplicate of which Grade sheet required : Statement of Grades/Consolidated Statement
 - (i) If applying for Duplicate Statement of Grades, furnish the month & year of exam for which Statement of Grades is required : Month & Year :
 - (ii) If applying for Duplicate Consolidated Statement of Grades, fill in the Month and Year of last appearance in which Qualified for the degree : Month & Year:
7. Reason for applying duplicate grade sheet (Lost/Damaged) :
8. Circumstances under which the grade sheet was lost/damaged :
9. Whether the prescribed Non-Traceable Certificate enclosed :
10. Address :
11. Mobile No. :
12. To receive the Grade sheet : in person

I solemnly declare that the particulars filled in by me are correct and in case of any discrepancy found therein, I shall be responsible for the consequences. *I enclose the affidavit in prescribed format.

Place :

Date :

Signature of the Candidate

FOR OFFICE USE ONLY

Payment Details

To Account Section:

Rs.....may please be collected as fee for issuance of duplicate grade sheet.

Receipt No:

Date:

Controller of Examinations

DUPLICATE GRADE SHEET RECEIVED

Date :

* Not required for Damaged Grade Sheets.

Signature of the Candidate