Office of the

CONTROLLER OF EXAMINATIONS

NAGAON UNIVERSITY

OLD A.T. ROAD, NAGAON-782001, ASSAM

APPLICATION FORM FOR RE-ISSUE / REPRINT OF GRADE SHEET

1. Name of the Student (in BLOCK letters): ……

2. University Registration No.:……

3. Examination Roll No.: ……...

4. Programme (UG-CBCS/FYUGP/PG): ……...……

5. Major Subject/Discipline: ……..……..

7. Semester(s) for which Grade Sheet is required (Plz. Tick):

SEM-I	SEM-II	SEM-II	SEM-IV	SEM-V	SEM-VI	Consolidated Grade-sheet

8. Year(s) of Passing the Final Examination: ……

9. Reason for Re-issue / Reprint (tick one):

☐ Lost ☐ Damaged ☐ Correction (specify): …….. ☐ Others (specify): …….

10. Details of Payment:

Amount Paid: Rs. …….

Transaction / Receipt No.: ……

Date of Payment: ……..

11. Contact Details:

Mobile No.: ……..

Email ID: …….

Declaration:
I hereby declare that the information furnished above is true to the best of my knowledge. I understand that the re-issued/reprinted grade sheet shall be issued as per university rules.

Date: …… Signature of the Applicant: ……

For Office Use Only

Application Received on: …….
Verified by: ……..
Approved / Not Approved: …….. ……..……...
Remarks (if any): ……. Signature of the Dealing Assistant/Section Officer

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Notes:

a. A fee of **Rs. 100/- (Rupees One Hundred only) per semester Grade sheet/consolidated Grade-sheet** shall be paid for re-issue/reprint of grade sheets.
b. Consolidated Grade-Sheet/Admit Card/Result Notification to be attached along with this application.