

JADAVPUR UNIVERSITY

KOLKATA – 700032

Office of the
Controller of Examinations

Date.....

FOR OFFICE USE ONLY
Received Rs.....
Receipt No.....Date.....

The Controller of Examinations,
Jadavpur University, Kolkata – 700 032

Sir,

I apply for Mark-Sheet / Grade-Card as per descriptions given below :

Name of Examination.....held in.....200.....

Examination Roll No.

Corresponding Class & Roll No.....

Grade-Card / Mark-sheet for : First Semester / Second Semester / Supplementary / Bi- annual/
Annual / Final.

I have submitted the usual fee of Rs. 50/-

Yours faithfully,

Signature of the applicant in full

Registration No.

Name and address of the applicant in full

N.B. (1) Separate application is to be made when the candidate required more than one Mark-sheet/
Grade-Card

(2) MARKSHEET / GRADE CARD WILL BE ISSUED ON PRODUCTION OF IDENTITY.