(Application Template for Result/Grade-sheet Correction)

To

The Controller of Examinations

Gauhati University

Sub-Application for correction of result/ grade-sheet.

Date-

Sir

I do furnish the following particulars/documents for correction of my grade sheet

Particulars/documents:-

Name of the candidate-

(IN BLOCK LETTERS)

Name of the College/ institution-

Roll No-

Correction applied for-

(Put Tick √ and fill in the box wherever necessary)

Semester showing withheld/arrear:

Sem-1		Sem-2		Sem-3		Sem-4		Sem-5	

Subject/Paper showing absent

Semester	Subject	Paper Code

Subject/Paper Code where correction needed

Semester	Incorrect Subject/Paper Code	Correct Subject/Paper Code

Error in Name/Surname-

Incorrect Name/Surname	Correct Name/Surname

Error in SGPA/CGPA

Semester	Incorrect SGPA/CGPA	Correct SGPA/CGPA

Error in Registration Number

Incorrect Registration Number	Correct Registration Number

Any other error found in the grade-sheet (Not mentioned above)

Signature of the applicant

Email –

Phone Number-