

FORM-7

Date: _____

I, _____ bearing H.T.No _____ studied B.Tech. in
(Name of the student)

_____ during the A.Y. _____ failed in subjects and
(Name of the College)
addition of a few marks (a maximum of 8 marks for B.Tech. regular and 6 marks for B.Tech. lateral entry)
will enable me to pass in subject(s) which is essential for acquiring required credits (for issue of PC/CMM).
The details of the failed subject(s) for which award of grace marks is requested given below:

S.No.	Year & Semester	Subject code	Subject Name	Internal Marks	External marks secured in recent exam

On successful processing of grace marks application, I will secure the required credits (216 as per R13/ 192 as per R09/ 216 as per R07 and R05) for the award of the B.Tech. Degree. After adding grace marks there will be _____ failed subjects, I hereby submit that I did not apply for supplementary examinations and I will not apply in future for any supplementary examination. The details of the failed subject(s) for which undertaking is submitted given below:

S.No.	Year & Semester	Subject code	Subject Name	Internal Marks	External marks secured in recent exam

Hence, I request for processing of my Grace marks and Undertaking application and issue of my Consolidated Marks Memo and Provisional Certificate, at the earliest.

Signature of the student

Enclosure:

- 1) Original Marks Memo(s) containing subject(s) for which award of Grace Marks requested.
- 2) Duly filled in application is to be submitted at the counter of Student Service Section, JNTUH Examination Branch.

To
The Director of Evaluation
JNTUH
Kukatpally, Hyderabad - 500085

Sir,

Sub: Request for processing of Undertaking followed by Grace Marks – Reg.

Ref: Hall-ticket number of the candidate is _____

With reference to the subject cited above, I here by forward the application of award of Grace marks and Undertaking of Mr./Ms. _____, a student of B.Tech., bearing the hallticket number _____.

College Seal

PRINCIPAL