

SRI SARADA COLLEGE FOR WOMEN (AUTONOMOUS), SALEM – 636 016

Examination Office

**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 Programme :
4. Register Number :
5. Duplicate of which Grade sheet required : Statement of Grades/
Consolidated Statement of Grades
 - (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 :
6. Reason for applying duplicate grade sheet (Lost/Damaged) :
7. Circumstances under which the grade sheet was lost/damaged :
8. *Whether the prescribed Non-Traceable Certificate enclosed :
9. Address :

10. Mobile No. :
11. Email id :

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

Bank Details

Name of the Bank :
Branch :
Amount :
Place :
Date :

DUPLICATE GRADE SHEET RECEIVED

Date :

Signature of the Candidate

* Not required for Damaged Grade Sheets.