

# FORM-5

Date: \_\_\_\_\_

I, \_\_\_\_\_ bearing the H.T.No \_\_\_\_\_ student of \_\_\_\_\_ college studied B.Tech./B. Pharm., during the A.Y. \_\_\_\_\_ failed in subjects (limited to two subjects) and addition of a grace marks will enable me to pass in the failed subject(s). The details of the failed subject(s) for which award of grace marks is requested is given below:

S.No.	Year & Semester	Subject code	Subject Name

I, \_\_\_\_\_ understand and agree that, if my application for grace marks is submitted, I shall not be eligible to apply for any regular/supplementary Examinations from this day onwards and I shall not claim performance of any examination (including RC/RV, challenge evaluation ) for which results are not declared by the date of submission of my grace application.

Further I request you to issue me my Consolidated Marks Memo and Provisional Certificate, at the earliest, after adding grace marks.

Signature & Date.

Enclosure: All the Original Marks Memo(s) containing subject(s) for which award of Grace Marks is requested.

INSTRUCTIONS: The application along with necessary documents 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 award of Grace Marks and issue of PC & CMM – Reg.  
Ref: Hall-ticket number of the candidate is \_\_\_\_\_

With reference to the subject cited above, I here by forward the application for award of Grace marks of Mr./Ms. \_\_\_\_\_, a student of B.Tech. bearing the hall-ticket number \_\_\_\_\_.

Seal of Principal

Signature of Principal