SWARNANDHRA

COLLEGE OF ENGINEERING & TECHNOLOGY

AUTONOMOS

EXAMINATION BRANCH

**APPLICATION FOR Duplicate Memorandum of Grade Sheet**

To

The Controller of Examinations

Examination Branch

Swarnandhra College of Engineering & Technology

Seetharampuram, Narsapur – 534280

Sir,

Sub: Duplicate Memorandum of Grade Sheet – Request – Reg.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ bearing Regd. No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Request you to kindly arrange for the issue of Duplicate Memorandum of Grade Sheet. Details are given below.

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| Sl.No. | Semester | Month & Year |
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| Total Amount ( No. of grade Sheets X Rs. 50/-) | | Rs. |

I enclose herewith Cash receipt no. \_\_\_\_\_\_\_\_\_\_ date\_\_\_\_\_\_\_\_\_\_\_\_ for Rs. \_\_\_\_\_\_\_\_\_\_

(each Memorandum of Grade Sheet is Rs. 50/-) towards fee for Duplicate Memorandum of Grade Sheet.

Signature of Applicant