Serial No:	
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# KARPAGAM ACADEMY OF HIGHER EDUCATION

(Deemed to be University) (Established Under Section 3 of UGC Act, 1956)

Pollachi Main Road, Eachanari Post, Coimbatore - 641 021, Tamil Nadu, India. Phone: 0422 - 2980011- 14 | Fax: 0422 - 2980022 | Email : info@kahedu.edu.in

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## **APPLICATION FOR CONVERSION OF GRADE INTO MARKS**

- 1. Name of the candidate as registered in this University
- 2. Details of last examination of this University which the

Candidate appeared for Last appearance **Register Number** Name of the Degree, Course and branch College of study

- 3. Whether the candidate has discontinued the course of study : Yes / No after joining but before appearing for any examination in this University
- 4. Purpose of obtaining conversion from Grade into marks
- 5. Fees payment details (Attach Xerox Copy of fee receipt)

### Station: Date:

Signature of the Candidate

### **Signature of Tutor**

Signature of HOD **Signature of Dean** 

### Note:

- e: As the University follows grading system, Statement of Grade, which is already i. issued to the students by the University, serve the purpose of statement of Marks. No other mark Statements are issued. However, for the purpose of prosecuting further studies or for seeking a job, if required, statement of conversion of GRADE into Marks is issued on producing this application.
- A fee is charged for the issue of Conversion of Grade into Mark Statement, kindly contact ii. Controller of Examinations section.
- Photo copy of Provisional, Consolidated statement of grade and all semesters iii. statements of grade should be attached along with the filled application form.

### FOR OFFICE USE Ref. No. : Date : Initial :

**Controller of Examinations**