



Application for Grant of Permission for Award of I Grade in Course(s)

The Dean,
 Faculty of Engineering / Science / Management / Humanities & Social Science,
 Shri Mata Vaishno Devi University, Kakryal, Katra 182320.

Sub: Request for grant of permission for I Grade in Course(s) in Major Exams
(APPLICATION MUST BE SUBMITTED AT THE EARLIEST BUT NOT LATER THAN LAST DATE OF MAJOR EXAM)

Sir/Madam,

I have not taken / will not be able to take the Major Exam for the following courses and request for grant of I Grade as under rules because of:

- i) Medical Reason (Attach all Diagnostic Reports, Medical certificate) _____

- ii) Any other Unavoidable Circumstances (Attach Supporting Documentation) _____

To be filled by student			To be filled by Course coordinator	
Sr.	Course Code & Name	Date in Date sheet	% Attendance	Signature

Signature of student Name: _____ Entry No. _____ Date: _____

Program: _____ Semester: _____

Recommended & Forwarded

No & Date : _____ (Signature of HoD)

Recommended & Forwarded

No & Date : _____ (Signature of Dean)

Recommendation of Medical Officer, SMVDU (if required)

No. & Date: _____ (Signature of Medical Officer, SMVDU)

I/C Associate Dean (Academic Affairs) (Permitted / Not Permitted) No. & Date _____

Assistant Registrar(Academic Affairs) – For issuance of Notification