



**Guru Gobind Singh Indraprastha University**  
Sector-16C, Dwarka, New Delhi-110078

Ph: 011 25302253, Email: result3.exam@ipu.ac.in

**EXAMINATION DIVISION (RESULT- BRANCH)**

**Application for Grace marks under the “Regulation of Grace Marks”**

Date .....

**Name of Student** : .....

**Enrollment No.** : .....

**Institute Name** : .....

**Contact no.** : .....

**Email ID** : .....

To,  
The Controller of Examination,  
GGSIP University,  
Sector 16-C, Dwarka  
New Delhi - 110078

Sir/Madam,

I hereby solemnly state that I have not been successful in the University Examinations of  
B.Tech (CSE) / B.Tech(IT) / B.Tech(ECE) / B.Tech(EEE) *Programme (Please tick)* in the  
stipulated time of “n” years for the award of the degree and have completed the span of *N year /N+1 year /N+2 year (Please tick)*. I hereby request you to award me grace marks as per the Regulations of Grace marks of the University in the following papers:

S.No.	Semester	Paper ID	Paper Name	Highest marks obtained in all attempts (Regular/ Reappear)			Examination held	Grace mark required
				Int.	Ext.	Total		

It is also stated that after award of grace marks, I will be able to earn minimum number of credits prescribed for being eligible for the award of above degree.

**Signature of Applicant**

**Note: List of document enclosed:-**

1. Photocopies of All Semester Marksheets/Result in sequence of passing the paper/semester.
2. Format for dropping of paper for issuance of Consolidated Marksheet and Provisional Certificate

**Forwarded by Dean/Director/Principal  
With Signature Seal and Date**