



TKRCET FORM-5D

R20 Regulation (2020 & 2021(L.E) Batch)

Date: _____

I, _____ bearing the H.T.No _____ student of **TKR COLLEGE OF ENGINEERING & TECHNOLOGY-K9** Studied B.Tech., during the A.Y. _____ failed in subjects and addition of few marks (Marks shall be added up to 30 marks for four year B.Tech. course in failed subjects and 23 marks for Lateral entry students of B.Tech. course for any number of subjects) 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 given below:

S.No.	Year & Semester	Subject code	Subject Name	Month/Year	marks secured in exam (to be filled by Examination Branch)						Remarks by CE/ACE
					Marks						
					CIE	SEE	Total	Grace	Total	Credits	
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											

I hereby submit that I did not apply for supplementary examinations and will not apply in future for any supplementary examinations. Hence, I request for processing of my Grace Marks application. Further I request you to issue me my Consolidated Marks Memo and Provisional Certificate, after adding grace marks.

Signature of the student
 Mobile No:

Enclosure: 1) Original Marks Memo(s) containing subject(s) for which award of Grace Marks requested, 2) Undertaking Bond paper, 3) Payment/Transaction Receipt.

INSTRUCTIONS: The application along with the necessary documents is to be submitted at the office of the Head of the Department.

To
 The Principal,
 TKRCET,
 Medbowli, Hyderabad – 500097.

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 hereby forward the application for award of Grace marks of Mr./Ms. _____, a student of B.Tech., bearing the hall-ticket number _____.