



100 Feet Ring Road, BSK 3rd Stage, Bangalore 560085

APPLICATION FOR ISSUE OF DUPLICATE GRADE CARD

Name of the Candidate :

SRN :

Program of Study :

GRADE CARD PARTICULARS

Semester								
Month & Year of Examination								

DOCUMENTS TO BE SUBMITTED: -

1. **Affidavit** of Minimum Value of Stamp Paper along with details of **SRN, Semester, Month & Year of Exam** of the Grade Card to be printed with Notary Signature and Stamp.
2. **Original copy of Police FIR regarding the loss of original Grade Card/s.**
3. **Fee Rs.200/- per Grade Card + Rs.500/- processing fee.**
4. **Payment Process: -**
Login to **www.pesuacademy.com** → **online payments** → **Miscellaneous Fees** → Category: **Exam Certificates** → **Select Sub-Category** → Enter the relevant information, select the term & condition → payment & submit.
5. Attach fees paid **receipt/acknowledgement** along with this **filled application** & submit it to **Office of COE.**
6. Expected Timeline: **One working day.**

Date:

Signature of the Candidate

RECOMMENDATION OF THE COE

Mr./Ms. _____ bearing SRN _____ is a bonafide student of this University furnished by the candidate is correct and the request of the candidate may be favorably considered.

Verified by: _____

Controller of Examinations
(Signature with Date)

Registrar
(Signature with Date)

Vice-Chancellor
(Signature with Date)