



Application for Correction of Name in Grade Card/s

To
The Controller of Examinations,
Presidency University,

Subject: Application for correction of name in Grade Card/s.

Dear Sir,

I am/was a student of Presidency University, Bangalore. I appeared the _____
_____ (Year) _____ (Program)

from Presidency University, Bengaluru.

The grade card (*semester/s*) _____
conferred upon me by the Presidency University has been misprinted / mis-spelled in the
name of (Please ✓) **Student** **Mother** **Father** .

Therefore, I kindly request you to correct the name in above issued Grade Card/s. The
Original Grade Cards enclosed herewith. My Receipt no. is _____

Dated _____.

(Write below the correct name to be printed on Grade Card in CAPITAL LETTER):

- (A) Student Name : _____
(B) Father Name : _____
(C) Mother Name : _____

Yours faithfully

Signature

Student Name :

UID No. / Roll No.: Mobile No.

e-Mail address:

Enclosures:

1. Payment receipt.
2. All the Grade Card/s issued by Presidency University in ORIGINAL.