

NOTICE

Regarding re-evaluation, gradesheet/marksheet correction, 'W1' withheld, Gradesheet/Marksheet not received, Issue of Duplicate Gradesheet/Marksheet, Absent in appeared Paper, name correction, SGPA/CGPA correction, etc .

It is hereby notified that students/guardians should use the attached form for all tasks as mentioned above .

The form should be duly filled, signed and forwarded by the Principal/Director/HOD/and submitted to the Examination Branch (Room No. C-010 & C-011)/ Confidential Branch of the COE Office . Students/Guardians while submitting the form should receive a signed token .

Without this filled up form no student/guardian should approach officials of the Examination Branch/Confidential Branch inclining the COE . The above mentioned services could be availed only through this form . For the above the students /Guardians should not meet the COE .

For any such problems other than the above, students/guardians should write email to coe@gauhati.ac.in .

Interaction with COE, Deputy COEs, and any other official shall be only through prior appointment .

Sd/-
Controller of Examinations,
Gauhati University

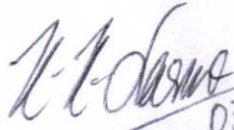
Memo No. GU/Exam/ /2024/ 1726-38

Date 03.12.24

Copy For information to :

1. The Secretary, University Classes, GU.
2. The All Head, Deptt . G.U.
3. The Principals P.G Affiliated Colleges , G.U
4. The Treasurer , GU
5. The Deputy Controller of Examinations, GU
6. The Secretary to the V.C, G.U.
7. The P.S. to Registrar , G.U.
8. The Superintendent, Examinations Branch, GU
9. The Superintendent, Confidential Branch, GU
10. "onlinegu.in" GU
11. System Officer
12. G.U Potal
13. Samarth

Dated Jalukbari
The 03 Dec/2024


03-12-2024
Controller of Examinations ,
Gauhati University

GAUHATI UNIVERSITY



Form No:

CORRECTION APPLICATION FORM

M.A./M.Sc./M.Com./MBA/LLM/BE/B.Sc./B.Arch/LLB/
M.Tech/B.Tech/BBA/BCA/B.Sc-IT/B.Sc-Micro and Others

Only for branch use

Received no:

Date:

To,
The Controller of Examinations,
(Through the Head of Department/Principal)
College/Department

Subject
Sir,

Date:

I undersigned fervently request you do the needful in of the subject mentioned below.

Put [√] wherever applicable

- | | |
|--|--------------------------|
| 1. Withheld result declares. | <input type="checkbox"/> |
| 2. W1 withheld removed after clearing all semesters. | <input type="checkbox"/> |
| 3. Marks sheet/Grade sheet not received. | <input type="checkbox"/> |
| 4. Absent paper delete | <input type="checkbox"/> |
| 5. Name correction | <input type="checkbox"/> |
| 6. SGPA/CGPA correction | <input type="checkbox"/> |
| 7. Issue of Duplicate Grade sheet/ Marks sheet | <input type="checkbox"/> |
| 8. Absent in appeared paper(paper code) | <input type="checkbox"/> |
| 9. Others | <input type="checkbox"/> |

Processing Software (√)

1. guportal.in[IUMS]

2. onlinegu.in

3. Samarth

Name of the Student	Roll No	Subject	Sem	Exam.year
College/Department Name:		Contact No -		
Registration No/Samarth Enrolment No		Email ID -		
Present Address 				

Signature of the Student

Forwarded and Recommended

Principal/HoD with Seal & Signature

Document to enclosed : (Please tick)

- | | |
|--|--|
| <ul style="list-style-type: none"> • Xerox Copy of all Grade Sheets/Marks Sheets <input type="checkbox"/> • Xerox Copy of Registration Certificate <input type="checkbox"/> • Payment receipt in case of duplicate Marks Sheet/Grade sheet <input type="checkbox"/> | <ul style="list-style-type: none"> • Xerox Copy of Admit card <input type="checkbox"/> • Xerox Copy of Top sheet and attendance sheet <input type="checkbox"/> |
|--|--|

Office/ Branch Note	Note (Processing software)
	<p>Job No: </p> <p>Date: </p>