

Performa-I : To issue Provisional Grade Transcript

Dispatch No:.....
(filled by department)

Application No:.....
(filled by exam cell)



DOON UNIVERSITY, DEHRADUN
(A STATE Govt. UNIVERSITY)

To,
The Assistant Coordinator of Examination,
Doon University, Dehradun

Subject in brief: **To issue provisional grade transcript**

Sir, my details are as follows:

1. Name of the Student (in capital letters):..... Father's Name:.....
2. Student ID:.....Student Roll No: Mob. No.....
3. Programme:..... Batch:..... Semester:.....UG/PG:.....
4. Name of the School:.....Name of the Department:.....
5. Request: Kindly issue me my provisional grade transcript(s) of the semester(s).....

Please consider my request as mentioned in point (5), I will be thankful to you.

Date:

.....
Signature of the Student

.....
Signature of the Head of the Department
with comments(if any) along with seal

.....
Comments(if any) of Technical Assistant Examination

.....
Signature of Assistant Coordinator of Examination
with comments(if any) along with seal