

TEZPUR UNIVERSITY

APPLICATION FOR COURSE COMPLETION CERTIFICATE

Attach photograph &
photocopy of the Grade Cards
of the concerned examinations

1. Name in Full (Block letters) : _____
2. Programme completed : _____
3. Department : _____
4. Roll No / Enrolment No : _____
5. Mobile no :email.....

6. Details of the previous Semesters complete:

Sem.	Sem. Type (Autumn/ Spring)	Year of Passing	Credits Completed	CGPA	Sem.	Sem. Type (Autumn/ Spring)	Year of Passing	Credits Completed	CGPA
1 st					7 th				
2 nd					8 th				
3 rd					9 th				
4 th					10 th				
5 th					11 th				
6 th					12 th				

6. Total credits completed : _____
7. Whether awarded any E and F Grade(s) in any previous examination : Yes / No
 If yes
 - i. In which course(s): Course Code _____ Course Title _____
 - ii. In which semester these grades are converted to the higher grades: _____
 - iii. Grade awarded after conversion : _____
8. Whether put on academic probation : Yes / No
 If yes
 - i. In which course(s): Course Code _____ Course Title _____
 - ii. When did you clear the academic probation : _____
 - iii. Grade awarded after clearance of academic probation : _____

I, _____ declare that the above particulars are true to the best of my knowledge and belief. If found otherwise, I shall be liable to any action.

Date.

Full signature of the candidate

RECOMMENDATION OF THE HEAD OF THE DEPARTMENT / CENTRE

Certified that Mr./Ms. _____ with Roll No./Enrolment No. _____ was a student of the Dept./Centre and passed _____ examination with CGPA _____ and completed the credits requirements (Credit required _____) for award of degree / diploma / certificate

Certificate may be issued to Mr./ Ms _____

Head, Dept./ Centre _____

ORDER NOTES & ORDERS

Certificate signed

Certificate may be Signed
& issued

Checked
certificate may be prepared

Examination record Verified
and found correct

Controller of Examinations

J.R. / A.R. (Academic)

Section Officer (Academic)

Dealing Assistant