



Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka, New Delhi-110078

Application of drop cases for issuance of Consolidated Marksheet & Provisional Certificate/Original Degree

Date

Name of Student :

Father's Name :

Enrollment No. :

Institute Name :

Minimum Credits:.....
Maximum Credits:.....

To,
 The Controller of Examination,
 GGSIP University,
 Sector 16-C, Dwarka
 New Delhi - 110078
 Sir/Madam,

I hereby solemnly state that I have earned..... Credits which are equal to or greater than the minimum number of credits prescribed for being eligible for the award ofdegree. I have appeared for my last End Term Examination conducted by the University in (Month/Year). I have not been successful in earning maximum number of credits assigned and have consciously decided not to appear for the papers in which I have not been able to earn credits.

The details of which are as under:-

S. No.	Paper title	Paper ID	Credits assigned
1			
2			
3			

I therefore request you to kindly issue my Consolidated Mark sheet & Provisional Certificate/Original Degree taking into consideration the result declared up to

Yours sincerely

Signature of Applicant

List of document enclosed:-

1. Photocopies of All Semester Mark sheets/Result.
2. Migration Certificate Copy (If applicable)

Forwarded by Dean/Director/Principal
With Signature Seal and Date