

GUIDELINES FOR APPLYING GRACE MARKS

[ARTS, SPORTS, NSS AND NCC]

1. The application for grace marks - Sports/Arts/NCC/NSS is available under notice section in soe.cusat.ac.in
2. A candidate can apply for grace marks only after the receipt of the hall ticket. Care should be taken to see that the event for which grace marks has been claimed occurred during the period of that particular semester.
3. The duly filled application has to be forwarded by concerned HoD and has to be signed by the Principal.
4. From the office of the Principal, appropriate seal has to get affixed in the application form.
5. The application form signed by the principal, the hall ticket attested by the HoD and the **original event certificate**, has to get scanned as single PDF and mailed to soeccusat@cusat.ac.in, on or before the commencement of IVth examination of that semester.
6. The hard copies of the applications along with the certificates are to be submitted to SOE 'C' section.

PRINCIPAL