

REQUISITION FOR MARKS STATEMENT

From :

DUPLICATE MARKS STATEMENT
CONSOLIDATED MARKS STATEMENT

SDE Campus

Date :

Phone No.

To

The Director
School of Distance Education
Andhra University, Visakhapatnam

Sir,

I studied / studying - I , II , III / B.A / B.Com /
B.Sc / M.A / M.Com / M.Sc /and PG Diploma in in your school.
I herewith enclose a challan/ D.D. for Rs Hence , I request you to kindly arrange to
issue **Duplicate Marks Statement**, at an early date. **My particulars are given below :**

Name (IN BLOCK LETTERS) :

Course : B.A / B.Com / B.Sc / M.A / M.Com / M.Sc and PG Diploma in

I.D. Card/Code No.(Full) : (with years) :

Year	Regd. No.	Year of appearing (Specify month & Year)	Centre
I Year			
II Year			
III Year			

D.D. No : Date : Amount :

Date :

Yours faithfully

Note : If applying for Consolidated Marks Statement , please enclose Xerox Copies
of the Marks Statements and Xerox Copy of the Provisional Certificate.

FOR OFFICE USE ONLY

To

The Superintendent
Examination Section

Sir,

Please issueCertificate of the candidate and send it to
me for delivery to the candidate.

Date :

Time :

IN-CHARGE
Information & Guidance Cell