

තාක්ෂණ පීඨය
Faculty of Technology

සිවු වන වරටත් පෙනී සිටීම සඳහා ඉල්ලීම
Request for a Grace Chance to sit the examination as 4th Attempt

[illegible]

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අනු. අං. S/No.	විෂය අංකය Subject Code	විෂය විස්තරය Subject Title	වෂ්ඨාධර්මය Semester	වසර Year
01.				
02.				
03.				
04.				
05.				

ហេតុ/ Reason:

Please be good enough to allow me to sit the above said subject/s as grace chance (4th attempt) at the next particular semester end examination. (supporting document is attached)

 Signature of the Student

(TO BE FILLED BY THE HEAD OF THE DEPARTMENT OF STUDIES)

7

I certify / not certify that the above particulars given in this application are true and correct according to the candidate's Profile.

Submitted for the recommendation of the Faculty Board to the Senate for its approval.

(seal)

(TO BE FILLED BY THE STUDENTS AFFAIRS BRANCH)

1. Date of the first (1st) Registration:
2. Whether the student has registered for the current academic year? Yes ☐ No. ☐
3. Disciplinary actions taken (If any):
-

Snr. Asst. Registrar / Students Affairs
(seal)

1. Details of previous attempts of the subject:

Attempt	Year	Grade ('+' mark for medicals, 'ab' for absent)					
		Subject Code:		Subject Code:		Subject Code:	
1 st Attempt							
2 nd Attempt							
3 rd Attempt							

2. Details of previous requests made for the 4th attempt except this subject:

Subject/s	Grade obtained in the 4 th attempt
1.	
2.	
3.	

3. No. of 'D' Grades: 4. No. of subject failed:

5. No. of Medical, Excuses submitted:

6. Subject to be completed up to now:

Subject	Year	Semester
1.		
2.		
3.		
4.		
5.		

7. Details of the subjects that results yet to be released:

Subject	Year	Semester
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

8. Exam offences done (If any):
.....

Date:

.....
SAR/Examinations

(seal)

(TO BE FILLED BY THE OFFICE OF THE DEAN)

Faculty Board Meeting No. Date:

The Faculty Board has recommended / not recommended the request. If not recommended, reason:

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Asst. Registrar/ FOT