To
The Vice Chancellor
Jadavpur University
Kolkata-700032

Respected Sir,

I beg to state that I did not appear in the first semester examination, 2010 which was held in November, 2010 for the reason beyond my control. This act does not permit me to appear at the examination in the same year as per University rules.

Under this circumstance kindly bear with me as I appeal to you to allow me to appear at the Special Examination to be held by the University.

With regards,
Yours faithfully

(Signature of the Student)
Name of the Student:
Department:
Class:
Roll No. Mobile Phone No.
Date:

Name of the Guardian:
Address:
Phone No. Mobile Phone No.

Signature of Guardian
SUBJECTS OF EXAMINATION
(to be filled in by the candidate)

Elective Paper-I
Elective Paper-II
Special Paper-I
Special Paper-II

Name in full.................................................
(Sex.................................................
Son/Daughter of...........................................
Present address...........................................
Permanent address........................................
Phone No.................................................
Present class...........................................
Last Year’s class........................................
Class Roll No...........................................
University Regn. No.....................................

DECLARATION

Candidates are to write their Examination Roll and Registration Number on the cover of the answer book.

A candidate, while sitting for the examination, shall not help or try to help any other candidate nor obtain or try to obtain any help from any other candidate or person. Communication of any sort or in any form is strictly forbidden between a candidate and other person, whether inside or outside the Examination Hall during the examination hours.

A candidate must not leave the Examination Hall before an hour from the time of the commencement of Examination.

A candidate found guilty of copying, changing his/her seat or room or any attempt to adopt any unfair means at the Examination Hall will render himself/herself liable to expulsion from the Examination Hall and all his/her papers for the year will be cancelled. Mobile phone will not be allowed in the Examination Hall.

Date :

Signature of the Examinee in full