



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Maidan Garhi, New Delhi - 110 068

APPLICATION FORM FOR OBTAINING DUPLICATE GRADE CARD/MARK-SHEET

Name of the Candidate

Enrolment No.

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Address

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Pin

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Programme

Month and Year of the Exam.

Centre from where appeared at the last examination

Bank Draft / IPO No.dated
for Rs. 25/- in favour of IGNOU, New Delhi

.....
Signature

Date :

Note : Fee for duplicate grade card is Rs 25/-. The duplicate grade card/mark sheet will be sent by Registered post.

The filled in form with the requisite fee is to be sent to :

Registrar (SR & E)
Indira Gandhi National Open University
Block 12, Maidan Garhi
New Delhi-110 068

To,
The Registrar
Material Production & Distribution Division
Indira Gandhi National Open University
Maidan Garhi, New Delhi - 110 068

SUBJECT : NON-RECEIPT OF STUDY MATERIAL / ASSIGNMENT

Enrolment No.

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Programme

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Medium of Study

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I have not received the Study Material / Assignments in respect of the following :

Sl.No.	Course Code	Blocks	Assignments

I have remitted all the dues towards the course fee and there is NO CHANGE in my address given as follows :

Name and Address _____

Signature : _____

Date : _____

For Office Use

Date of despatch of study material/assignments to students _____

(You are advised to use the photocopy of this proforma)