



Academic Section

Indian Institute of Technology Hyderabad
Kandi, Sangareddy – 502 285
Telangana

Grade Change Form

Course Instructors should complete and submit this form to the Dean (A.P.)
Office for change of grade(s).

1. Course No.:
2. Course Title:
3. Semester (course offered):
4. Grade Change details:

S.No.	Student Name	Roll No.	Old Grade	Revised Grade

(Additional Sheet may be enclosed, if required)

5. Justification for grade change request:

- "Incomplete Grade", Requirements completed.
- Data Entry Error (Proof should be enclosed)
- Totaling Error (Please enclose the copy of answer script)
- Others (please specify and enclose the proof): _____

Course Instructor's Signature (with Date):

Name:

Signature of HoD

Deputy Registrar (A.P.)

DEAN (A.P.)