

लक्ष्मीबाई राष्ट्रीय शारीरिक शिक्षा संस्थान, ग्वालियर  
LAKSHMIBAI NATIONAL INSTITUTE OF PHYSICAL EDUCATION, GWALIOR  
(Under Section 3 of the UGC Act, 1956)

Form: CS-30

(REQUEST FOR THE ISSUE OF A DUPLICATE COPY OF THE MARK SHEET)

Note:-

- (1) This requisition together with fee receipt should be put up to the Controller of Examinations.
- (2) It will take normally 2-3 days to issue the duplicate mark sheet. However, for administrative reasons it may take some more time.
- (3) The mark sheet will either be issued personally or will be sent by the Registered post on the given addresses, hence please ensure that your enter clear and complete address.

To,

The Controller of Examinations,  
L.N.I.P.E. Shakti Nagar,  
Gwalior (Madhya Pradesh)

Application Accepted  
Date .....  
CONTROLLER

Sir,

I have lost my original mark sheet for the ..... Examination held in ..... I request you to kindly issue me a duplicate copy of the same. Necessary particular are furnished below.

Yours sincerely

(.....)  
Signature

**PARTICULARS**

1. Full Name ..... Father's Name.....
2. Mother's Name .....
3. Name of the Examination ..... Main/Suppl./ATKT held in the month of..... Year ..... Roll No..... Fee Rs. ....  
(in wards Rs.....Deposited in the Institutes Account Section under Money Receipt No..... dated .....  
or sent under Bank Draft/I.P.O. No. .... dated.....
4. Whether Mark Sheet is to be received in person or sent by Registered post

Postal Address: .....  
.....  
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