



# SRI SANKARA ARTS AND SCIENCE COLLEGE

AUTONOMOUS

A Unit of Sri Kanchi Kamakoti Peetam Charitable Trust  
Affiliated to University of Madras  
ENATHUR, KANCHIPURAM – 631 561

## Application Form for Mark sheet Correction

To  
The Controller of Examinations  
Sri Sankara Arts and Science College  
Enathur, Kanchipuram – 631 561

Sir/Madam,

I hereby apply for a mark sheet correction for which the following particulars are submitted:

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1. Name of the candidate (in **BLOCK LETTERS**) :
2. Register Number :
3. Degree and Branch :
4. Month and year for Mark sheet Correction :
5. Semester for which Mark sheet correction is required :
6. Whether the photocopy of fees paid details are enclosed : YES / NO
7. Whether the photocopy H.Sc. (+2) marksheet is enclosed : YES / NO
8. Whether the original mark sheet to which Correction required is enclosed : YES / NO
9. Address for communication with Phone number :
10. Amount Paid :
11. Name of the Bank and Branch :
12. Details of Online Transaction ID and Date :

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I declare that the particulars furnished above are true to the best of my knowledge and belief.

STATION:

DATE:

Signature of the Candidate

**Enclosures required:**

1. Photocopy of the Higher Secondary (+2) Marksheet.
2. The Correction Required Marksheet/s (Original).
3. Photocopy of the fess paid details.
4. Self addressed 15 X 11 inch size cloth line cover with postal stamp of Rs.60/-.

**Instructions:**

1. **Fees:** The candidates can apply for Mark sheet correction with a prescribed fee of Rs.250/- (**for single mark sheet**) to be remitted in the designated Bank – Indian Bank in the form of Offline Challan, or Net Banking from any Nationalized Bank or through Debit Cards/Credit Cards/Other Payment gateways.
2. Read the form carefully and all columns to be filled mandatory.
3. The amount once paid will not be refunded on any Circumstances.

**Online Payment Details:**

- The online payment link is <http://sankaracollege.net/onlineexamfees.htm>.