

Date: 1st June 2017

From,
Samrat Rao,
Assistant Professor,
Department of Mechanical Engineering,
IIITDM Jabalpur.

To,
The Dean Academic,
IIITDM Jabalpur.

Through,
Head Mechanical Engineering.

Sub: Request for changing the grade of Abhay Gupta (roll no: 2016005) from B+ to A in Engineering Graphics (DS101).

Dear Sir,

Dr. Sachin Kumar (who has since joined IIT Ropar as a faculty member) and I had taught Engineering Graphics (DS101) in the even semester 2017 to first year students. From our side, one of our students, Abhay Gupta (roll no: 2016005) of CSE, had been incorrectly given a grade of B+ instead of A. This happened because his end-semester marks had been incorrectly entered in the excel sheet.

His actual end-semester marks was 63 out of 90, whereas it was entered as 46 out of 90. With the correction his grade becomes A instead of B+. I am attaching the grade sheet with the original marks and the modified marks (written in red ink)

I request you to kindly agree to change Abhay Gupta's (roll no: 2016005) grade as earliest as possible as per your convenience.

Thanks and regards,


(Samrat Rao)

MED
1120
01/06/17

to process
DR(A) for approval
of
Chairperson Senate
5/6/17
DR(A)

Formulated and
recommended
01/06/2017

Recommended
for approval
5/6/17
Chairperson Senate

Approved
15/6/17