



**INDIRA GANDHI NATIONAL OPEN UNIVERSITY**  
**Student Evaluation Division**  
**Maidan Garhi, New Delhi-110068**

**APPLICATION FORM FOR OBTAINING DUPLICATE GRADE CARD/MARK SHEET**

1. Name.....
  2. Programme.....
  3. Enrolment No. 

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  4. Complete Address:.....  
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..... Pin: 

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  5. Contact No: (Mobile No.) ..... Landline No: .....
  6. Month and Year of the Exam .....
  7. Centre from where appeared at last examination: .....
  8. Bank Draft/IPO No. .... Dated .....
- for Rs. 200/- or .....in favour of "IGNOU" payable at New Delhi

.....  
Signature

Date : .....

**Note** : Fee for duplicate grade card is Rs. 200/- for Indian Students & Rs. 400/- for SAARC Countries Students and \$10 for Non-SAARC Countries Students. The duplicate grade card/mark sheet will be sent by Registered post by the University.

**The filled in form alongwith the requisite fee is to be sent to:-**

**The Registrar**  
**(Student Evaluation Division)**  
**Indira Gandhi National Open University**  
**Block 12, Maidan Garhi**  
**New Delhi-110 068**

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