

To,  
The Control of Examination  
Manipal University Jaipur  
Rajasthan

**Through Proper Channel**

Subject: Rectification in End Term Marks

Respected Madam,

I was teaching a subject CS1101, Programming in C in I Sem. B.Tech (Section U).  
Madam, by mistake I have entered wrong marks for the students Mr. Sanidhya Kumar (Reg. no. 169108127).  
Correct marks of the students was 35 while mistakenly 8 marks was entered. I request you to please allow to change the marks.  
I admit the mistake and I assured you that I will be more careful in the future.  
Thanking you.

Sincerely,

*Arjun Singh*  
06/01/17

Arjun Singh  
Associate Professor  
SCIT- IT

*The Director (SCIT).*

*Forwarded for your  
kind consideration.*

*Regards*

*[Signature]*  
6/1/17

*Please allow the rectification*

*Rakulawah*  
6 Jan 17

*→ Prof. N N Sharma*

*Pl. allow and place this in records.*

*— C/E/AMS-in-Charge*

*AMS team for n/a pl.*

*Lalita*  
-1.1.17

*[Signature]* 6/1/17

*marks 'A'*  
*11/01/17*  
*[Signature]*