



Form No.: v

NARULA INSTITUTE OF TECHNOLOGY
81, NILGUNJ ROAD, AGARPARA, KOLKATA – 700 109

Form to apply for SGPA conversion to Percentage

To,
The Controller of Examination

Subject: Application for SGPA conversion to Percentage

Respected Sir/Madam,

I, _____ (Name of the Student), am a student of _____
department having University Roll No. _____ and University
Registration No. _____.

I am writing this letter to you to provide the conversion certificate for the semester
_____ (Mention semester/year for which it is required). The Grade Card of the
semester is enclosed herewith.

Yours Faithfully

Date:
Phone No.:

(Signature of the Student)