

Date:
To,
The Chairman
Department of Tourism and Hospitality Management
University of Rajshahi

Subject: Application for Grade Sheet.

Dear Sir,

With due respect, I would like to state that I am a student of Department of Tourism and Hospitality Management, University of Rajshahi. I need a grade sheet of semester for academic purposes. Required information regarding grade sheet is provided below.

Year	Semester	Grade					GPA
BBA 1 st Year	1 st Sem.	111 =	112 =	113 =	114 =	115 =	
	2 nd Sem.	121 =	122 =	123 =	124 =	125 =	
BBA 2 nd Year	1 st Sem.	211 =	212 =	213 =	214 =	215 =	
	2 nd Sem.	221 =	222 =	223 =	224 =	225 =	
BBA 3 rd Year	1 st Sem.	311 =	312 =	313 =	314 =	315 =	
	2 nd Sem.	321 =	322 =	323 =	324 =	325 =	
BBA 4 th Year	1 st Sem.	411 =	412 =	413 =	414 =	415 =	
	2 nd Sem.	421 =	422 =	423 =	424 =	425 =	

I request you to issue the desired grade sheet and oblige thereby.

Full Name:
Roll:.....

Yours Sincerely

Signature

Attachments:

- 1) Photocopy of Last Semester Admit Card.
- 2) Payment Receipt of Tk. 100/= (A/C Name: THM Miscellaneous, Agrani Bank Limited, Rajshahi University Branch)