



POKHARA UNIVERSITY

Office of the Controller of Examinations

Pokhara Metropolitan City-30, Kaski

Date: _____

#

To

The Controller of Examination

Pokhara University, Kaski.

Subject: **Request for conversion from CGPA to Percentage.**

Dear Sir/Madam,

I have completed my studies from Pokhara University and details about me are as per below.

I would like to request for a letter demonstrating equivalent percentage of the CGPA I have obtained.

Details:

Applicant's Full Name :	
PU Registration Number :	Exam Roll No. :
Level :	Faculty :
Program :	CGPA :
Name of the College:	
Year of Enrollment :	Year of Completion :

#

Applicant's Signature :

Contact Number :

Date :

Required Documents:

Please attach the following document along with this application.

1. Copy of Transcript.
2. Bank Voucher*. (Fee Rs. 400/- per recommendation letter)

* Bank voucher means the voucher required from the Kamana Sewa Bikas Bank, Saving A/C 1200300027317000001 or Nepal Investment Bank Ltd., Saving A/C 01105020011938 after depositing fee in the name of PU EXAM CONTROL OFFICE