



**Indian Institute of Tourism and Travel Management  
Sector-62, NOIDA**

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January 17, 2024

**NOTIFICATION**

In reference to IGNTU circular no.IGNTU/Exam/127/2023, dated: 20/04/2023; the Grace Marks shall be awarded as per the following:

1. Grace Mark is not a right of a student.
2. However, in case of marginal failure, a maximum of five (5) grace marks shall be awarded to a student in any one paper only, once in the entire duration of the program.
3. In general, the grace marks shall be awarded by the Tabulator. And, the "Grace" so accorded shall be recorded on the grace sheet and transcript documents of the student.
4. After the award of the grace mark by the tabulator, if a student does not want to avail the grace mark in that particular paper, and wants to re-write the paper, s/he may submit a request for withdrawal of the grace marks within 15 days of declaration of the results to the Controller of Examination. In that case, the grace mark shall be carried forward for the next possible chance.
5. The students awarded grace marks in results should be informed, if they do not want to avail the grace marks now, then they have to give in writing within 15 days of publication of results.

*Monika Prakash*

**Prof. Monika Prakash**  
(Controller of Examinations, IITTM)

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