

(Abstract)

Director of Student Services - Awarding of Arts Grace Mark for the Year 2024-25 and NSS Grace Mark for the Service Period 2023-25 - Inviting Applications and fixing guidelines - Syndicate - Resolution - Implemented -Orders issued.

DIRECTOR OF STUDENT SERVICES

DSS/A1/62/2025

Dated: 21.05.2025

Read:-1) Notes to Syndicate of even No. dated 20.03.2025

2) Circular of even No. dated 05.04.25

3) Letter from the Chairperson / General Secretary, Kannur University Union 2023-24 dated 19/04/2025

4) Note to Syndicate of even No. dated 22.04.2025

5) Minutes of the meeting of the Syndicate held on 05.05.2025, Item No. 2025.282

ORDER

1. Vide paper read (1) above, the matter of inviting applications for awarding Arts Grace Mark for the Year 2024-25 and NSS Grace Mark for the Service Period 2023-25 and fixing guidelines was placed before the Syndicate for consideration.

2. Since the Syndicate, held on 21.03.2025 had not considered the afore said matter, the Hon'ble Vice Chancellor has issued the following orders. .

i) To invite applications for the 2024-25 Arts Grace Mark and the 2023-25 NSS Grace Mark, fixing 21st April 2025 as last date for submitting applications.

ii) Regarding the fixing of fine and other guidelines, to proceed with the resolution of the Syndicate as and when it taken.

3. Accordingly, Vide paper read (2) above, applications for awarding Arts Grace Mark and NSS Grace Mark were invited.

4. The Chairperson/General Secretary, Kannur University Union 2023-24, Vide paper read (3) above requested to extend the last date of submission of application for the above Grace Marks to 30/04/2025.

5. Accordingly Vide paper read (4) above, the matter concerned was again placed before the Syndicate

6. The Syndicate at its meeting held on 05.05.2025, vide paper read (3) above, has considered the matter of inviting applications for awarding Arts grace mark for the year 2024-25 and NSS grace mark for the service period 2023-25 /fixing guidelines and resolved the following.

- i) To approve the action of the Vice - chancellor in granting permission to invite applications for awarding Arts Grace (2024-25) and NSS Grace Mark (2023-24 Service Period)
- ii) To fix 30th April 2025 as the last date of receipt of applications.
- iii) To fix the fine on the late applications as follows.

Duration	Late Fee
2025 May 01 - June 30	₹250/-
2025 July 01 - September 30	₹500/-
2025 October 01 - December 31	₹1000/-

iv) To fix an amount of ₹100/- (Rupees One hundred Only) as processing charge for clearing the defects in the application

v) .To fix Guidelines the follows guidelines

- a) No revision of Grace Grade/ Mark is permitted, once the order is issued.
- b) Any defects, in the University Order awarding Grace Grade/Mark must be brought to the notice of the Registrar by the Principal/Campus Director/Campus Administrative Officer concerned within 45 days of issuance of University Order, so they can be rectified.
- c) Applications for Arts Grace Grade/Mark along with all Merit Certificates and hall tickets duly attested by the Principal/Campus Director/Campus Administrative Officer , must be submitted in an arranged manner (Year wise, Course wise and Register number. wise) to the Director of Student Services, Kannur University within the time stipulated. No other certificates will be considered after the grace mark has been awarded.
- d) Any defects in the applications must be cleared within 30 days from the date of receipt of communication from the University. Otherwise an amount of ₹100/- (Rupees Hundred Only) must be remitted as late fee.

7. Orders are therefore issued by implementing the above Syndicate resolution.

sd/-
Dr. Anoop K V
DSS (incharge)

For Director of Student Services

Copy To: PS to VC , PA to R / FO, KSAD

Forwarded / By Order
SECTION OFFICER