

**(Abstract)**

Examination - Fee for correction of name in online grade card(s)-fixed-Orders issued.

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**EXAMINATION BRANCH**

EG            I.3/Name            Change/Name            Kannur,Dated: 27.11.2021  
Correction/15981/2019

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- Read:-1. UO No.EG 1.3/Name change/correction/15981/2019 dated 29.08.2019  
2. U O Note No EP IV.2/General/2018 dated 16.09.2021  
3. Item No. 5 of the minutes of the meeting of the Examination Monitoring Committee held on 10.11.2021  
4. Resolution of the Syndicate Vide Item No. 2021.752 dated 15.11.2021

**ORDER**

1. Vide UO read as (1) above, "Fee as prescribed from time to time shall be levied for effecting correction or change in name. In case any document with a change in name has been issued by the University even after verification of qualifying certificate, no fee shall be levied. If the application for name correction/change is received after six month of date of publication of beginning year/ semester results, fee applicable shall be levied."
2. Vide paper read as (2) above, the Assistant Registrar VIII (Exams) has informed that no fee is seen fixed for name correction in the online grade cards and requested to clarify the amount of fee required for correction of name in such cases.
3. As ordered by the Controller of Examinations the matter was placed before the Examination Monitoring Committee.
4. The Examination Monitoring Committee held on 10.11.2021 considered the matter and recommended to levy fees for name correction in online grade card(s) at par with the fee for correction levied in the case of hard copy of grade card(s).
5. Vide paper read as (4) above, the meeting of the Syndicate resolved to approve the recommendation of the Examination Monitoring Committee in this regard.
6. The Controller of Examinations has implemented the resolution of the Syndicate.
7. Hence tabulation sections are instructed to levy fee at the existing rate on the candidates who have submitted application for name correction in the online grade card/cards following the conditions as stipulated in the UO read as paper (1) above.
8. The U O read as paper (1) above stands modified to this extent.
9. This order shall be effective from 15-11-2021 for the applications received on and after 15-11-2021.
10. Orders are issued accordingly.

*Sd/-*

**Vijayan R K**

**JOINT REGISTRAR II**

For CONTROLLER OF EXAMINATIONS

To: AR II(Exam)/ AR III (Exam)/ AR IV (Exam)/AR VIII (Exam)/ AR IX (Exam)

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SECTION OFFICER