

**APPLICATION FOR CORRECTION OR CHANGE IN NAME IN UNIVERSITY RECORDS , AS PER  
QUALIFYING CERTIFICATE / GAZETTE NOTIFICATION**

**1.Name of the candidate :**  
(In Block Letters)

**2. Address for communication with mobile number :**

**3. Name Correction /Change needed :**  
(In Block Letters)

**4.Name of the Examination, in the documents of which  
correction/change is to be effected :**

**5.Details of documents in which correction/change is to be effected (original is to be  
submitted):**

Sl.no Whether ML/GC/PC/DC Reg.No Semester/Year Month &Year

1.

2.

3.

4.

**6.Name of the Institution where the candidate  
studied for the above Course /Programme of study :**

**7.The Examination on the basis of which the candidate is admitted to the Programme:**

Name of the Exam Board/University Register Number Month & Year:

**8.Details of Gazette Notification(If applicable)**

Name of the Gazette Part/Volume etc Date of Gazette

**9. Details of fee remitted:**

Amount      Bank/Treasury      Online Payment      Number      Date

I certify that all the details furnished above are correct to the best of my knowledge and belief.

Date

Name and signature of candidate

I certify that, after verifying the above documents, necessary correction/change in name has been effected in this office records relating to the candidate and I recommend that correction/change in name may be effected in the University records as per Qualifying Certificate/Gazette Notification (Strike off whichever is not applicable).

Date

Principal /Head of the Institution  
(Signature with seal)

*NB: Original documents mentioned in Sl. Nos. 7 and 8 (which will be returned after verification) along with copy thereof duly attested by the Principal/Head of the Institution shall be submitted .*