

**FREE OF COST**

**CHAUDHRY DEVI LAL UNIVERSITY, SIRSA**

**APPLICATION FORM FOR CORRECTION IN PARTICULARS IN REGISTRATION RECORD**

1. Please attach attested copies of documents in support of particulars which is required to be corrected.
2. In case of change of Name, the student must attach affidavit from 1<sup>st</sup> class Magistrate, copy of DMC/Degree of lower Exam(s) with changed name and attested copies of PP Newspaper in which change of name was published.
3. All the required particulars must be carefully filled in by the applicant himself/herself.
4. The office will not be responsible for any delay in case the application form is incomplete without supporting documents/fee.

**I. PARTICULARS**

Existing Particulars in DMC/Result issued by the University (in block letters)	Particulars as per Matric/Qualifying Exam/Lower Exam (in block letters)
Regn. No. ....	Regn. No. ....
Class .....	Class .....
Student's Name .....	Student's Name .....
Father's Name .....	Father's Name .....
Mother's Name .....	Mother's Name .....

2. Reason for change of particulars .....
3. Fee **Rs. 100/-** Cash Receipt No./DD. No. .... Dated: ..... in favour of Registrar CDLU, Sirsa.
4. Correspondence Address .....with Mobile No. ....
5. I solemnly declare that:
  - i) The particulars have been filled in by me in my own hand writing and nothing has been concealed therein.
  - ii) I shall be responsible for all the consequences, if the above statement/documents are found incorrect.

Dated .....

**(Signature of the applicant)**

**CERTIFICATE – I**

The correction in the registration record of Mr. /Ms. ....  
S/D/o Sh. .... is recommended on the basis of documents attached by the applicant.

**Chairperson/Principal  
(With office stamp)**

**FOR OFFICE USE ONLY**

Particulars of the above student corrected as per Documents attached with form and recommended by the Chairperson of the Department/ Principal of the college and fee entered in income Register at .Sr. No. .... Page No. ....

Signed and inform to the Controller of Examinations.

Clerk

Assistant

Dy. Supdt./Superintendent

Assistant/ Deputy Registrar (R&S)