



MARRI LAXMAN REDDY INSTITUTE OF TECHNOLOGY AND MANAGEMENT

(AN AUTONOMOUS INSTITUTION)

(Approved by AICTE, New Delhi & Affiliated to JNTUH, Hyderabad)

Accredited by NAAC with 'A' Grade & Recognized Under Section 2(f) & 12(B) of the UGC act, 1956

EXAMINATION BRANCH

Date: _____

APPLICATION FOR NAME CORRECTION IN MEMO/PC/CGM

To

The Controller of Examinations,

Marri Laxman Reddy Institute of Technology and Management Dundigal,

Hyderabad – 500 043

Subject:- Application for Name/Father Name/Gender in Certificates – Reg.

Respected CE,

With reference to the subject cited, I Mr./Ms. _____
a student of **B.Tech./M.Tech./MBA** bearing hall ticket number _____
in the branch of _____ requires **Name/Father Name/Gender Corrections** which
are mentioned below.

(Write below the correct name as per 10th certificate, to be printed on GM/PC/CGM.

Error exists in	Name Printed on Certificate	Required Correction	Change Required
Name			Yes / No
Father's Name			Yes / No
Gender			Yes / No

After incorporation of the corrections, the below mentioned certificates are required to be printed.

SNo	Semester	Regular	Supply - 1	Supply - 2	Supply - 3
		Month & Year	Month & Year	Month & Year	Month & Year
1	I Sem				
2	II Sem				
3	III Sem				
4	IV Sem				
5	V Sem				
6	VI Sem				
7	VII Sem				
8	VIII Sem				

Original Documents Submitted (Count):

No of Grade Memos:

Consolidated Grade Memo:

Provisional Certificate:

Signature of the Student

Controller of Examinations

Enclosures:

➤ **Submit the application along with Online Fee receipt.**