



GUJARAT

TECHNOLOGICAL UNIVERSITY

No.GTU/Name Correction/ 2265

25-03-2013

Student Name Correction in GTU Records

With reference to circular dated 07-03-2013 regarding name correction all the institute heads of colleges affiliated to GTU are informed to check the status of student name for the application they have submitted to GTU Before that circular. As GTU has developed the online procedure for student name correction you are also informed to follow following procedure for name correction from now onwards.

For online name correction of student go through the snapshot available on GTU website in circular dated 07-03-2013.

1. After editing the name through online system you have to submit following documents to GTU in Hard Copy
 - College Forwarding letter along with student application
 - Institute and student have to mention enrollment no., wrong name and correct name in the application
 - Photo copy of students' mark sheet of HSC/ SSC/ School Leaving Certificate/Gujarat Government Gazette copy
 - In case where student have to change their name in old mark sheet then submit the Photo copy of mark sheet in which change is required.
2. After submitting the documents institute can check the status of student name correction in their admin panel as approved, unapproved and pending.

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I/C Controller of Examination

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