

Greater Kolkata College of Engineering and Management,
Baruipur

Notice


Ref. No. - Gkc / 003/18

Date-21/03/2018

FEEES FOR CHANGE OF NAME/SURNAME

In terms of MAKAUT Letter No.COE/Name_corr/2017-18 dated 16.03.2018, students are now required to pay requisite fees for change of Name/Surname/Spelling in Registration Certificates and/or Grade Card.

Please study the MAKAUT Circular (attached herewith) which is self explanatory.


Prof (Dr). S. Sengupta
Director

Prof. (Dr.) Subhashis Sengupta
Director
Greater Kolkata College of
Engineering & Management
Baruipur, 24 Pgs. (S), W.B.



MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL
(FORMERLY KNOWN AS WEST BENGAL UNIVERSITY OF TECHNOLOGY)
BF-142, SALLAKE, SECTOR-I, KOLKATA-700 064, INDIA
Website : www.wbut.ac.in Email : coe@wbut.ac.in

Notice Board / File
21/03/18

No.COE/Name_corr/2017-18

16.03.2018

To
The Principal/Director/OIC of all affiliated Colleges/Institutes of MAKAUT, WB
HOD of In-House Departments of MAKAUT, WB

Sub:Name change Fees

Dear Sir / Madam,

As per direction of the competent authority, it is notified that change of name & surname/spelling of name & surname may be changed within the first year normally after submitting a charge of Rs. 500/- (Rs. 200/- for change of name in Registration Certificate and Rs. 300/- for change of name in Grade Cards) otherwise the student has to apply to 1st Class Judicial Magistrate for affidavit and then the candidate can apply for the same with the original affidavit certificate with a charge of Rs. 500/- for each document. In the above mentioned both the cases the candidate has to show original certificates of Madhyamik and Higher Secondary Examination and submit attested copies by the College Principal.

We solicit your kind cooperation in this regard.

Thanking you,

Sincerely,

Haider Ali

(Haider Ali)
Controller of Examinations (O S D)
MAKAUT, WB