

# NATIONAL SANSKRIT UNIVERSITY :: TIRUPATI

Application form for Change in Name / Correction according to previous Degree

To  
**THE CONTROLLER OF EXAMINATIONS**  
NATIONAL SANSKRIT UNIVERSITY  
TIRUPATI

BY POST ☐  
BY HAND ☐

Sir,

I would like to apply for a change to be made in my certificate in the university records.  
Particulars are as follows:

	Name in present Certificate	To be Changed to
Student Name in English		
Student Name in Sanskrit		
Mother's Name in English		
Mother's Name in Sanskrit		
Father's Name in English		
Father's Name in Sanskrit		

1. Name of the Programme/Course \_\_\_\_\_
2. Examination appeared \_\_\_\_\_  
(Please attach a copy of the Mark-sheet/Provisional / Original Degree)
3. Examination appeared in the month \_\_\_\_\_ and year \_\_\_\_\_
4. Address for Communication \_\_\_\_\_  
\_\_\_\_\_

Mobile No. \_\_\_\_\_

Supporting document attached herewith for change in name [Please Tick mark ( ✓ ) ]

- ☐ S.S.C./10<sup>th</sup> Marks Memo      ☐ Gazette      ☐ Marriage Certificate  
☐ Affidavit

Date :

*Signature of the student*

[P.T.O.]

### Instructions –

1. Demand draft of Rs. \_\_\_\_\_ drawn on any Nationalized / Scheduled Bank, in favour of the **“REGISTRAR, NATIONAL SANSKRIT UNIVERSITY, TIRUPATI”**, payable at TIRUPATI OR the Challan receipt for the fee paid at University bank.
2. Student of the University should send the application through the Dean, Academic Affairs.
3. Student of the Distance Education should send the application through the Director of the Distance Education.
4. Copy of the mark-sheet of the last/previous examination and original gazette or marriage certificate or affidavit on the non-judicial stamp paper of Rs.100/-

(Rules regarding change of name of a University Student in the records of the University)

A student, who has enrolled in the University and who desires to have a change made in his name as recorded in the University records shall apply to the Registrar in Form 'A' appended to this rule along with a fee of Rs. \_\_\_\_\_ which shall be non-refundable.

1. No change of name will be made in his/her past records of the University
2. Change of name in the records of the University may be sanctioned on any one of the following grounds, namely ;
  - (a) a woman, who in consequence of her marriage desires a change in her name;
  - (b) a widow who in consequence of her remarriage desires to change in her name.