

GAUHATI UNIVERSITY



Affix Three copies
recent passport size
Photo duly attested
by the Principal

(Application For Change of Centre of Examination)

(The application for change of Centre must be submitted separately within the date fixed for the purpose)

APPLICATION

To,

The Controller of Examinations, Gauhati University, Guwahati - 14

Through the Principal..... College (Original)

Sir,

I request permission to change my Examination Centre to appear at the ensuing..... Examination, 200..... with the following particulars duly filled in. The fees of Rs..... paid vide G.U. Challan No..... date..... is forwarded herewith.

PARTICULARS TO BE FILLED IN

1. Name in full (in Block letters) :
2. G.U. Registration No :of
3. Father's Name :Occupation.....
4. Mother's Name :Occupation.....
5. Home Address : Vill.....P.O.....
Dist.....Pin.....
6. Examination :
7. Subject :
8. Change of Centre from
College to.....College
9. Reasons for Change of Centre :

A. Countersigned by the Principal of Original College :

.....
.....
.....

(Candidates Signature in full)

Date.....

(Office Seal)

B. No. Objection Certificate :

This is to certify that the undersigned has no objection if the candidate appear in the said examination from this College centre.

(Signature of the Principal of the College to which the candidate intends to change the examination Centre)
College.....
Date.....

(With Office Seal)

C. Identification Certificate :

This is to certify that the above named candidate is personally known to me. He will be identified by me at the time of examination if necessary.

Name in full of Identifier.....
Full Address.....
.....
.....

(2)

RULES FOR CHANGE OF CENTRE OF EXAMINATION

Attention of the Principal and the examinee is invited to the following rules, which are to be strictly observed :

1. All the candidates from a college are to take their examination at the centre approved by the University for that college. Local change of centre will not be accepted. Only under exceptional circumstances, a candidate may apply for change of centre.
2. The application for change of centre must be sent in duplicate, in the form specified above, through the Principal of the college concerned, with a fee of Rs. 100/- (old) /150 1+1+1 Pattern) (for each candidate) The fee should be paid either in the cash counter of the University office or at college or by bank draft payable at the S.B.I., G.U. Branch. No Money Order and I.P.O. will be accepted.
3. No application for change of centre will be entertained after the last date fixed for submission of fees and forms for admission to the Examination concerned.
4. Change of centre cannot be allowed if there is no provision for teaching all the subjects offered by the applicant in the institutions constituting the examination centre to which transfer is sought.
5. An examinee applying for change of centre should satisfy himself or herself at least a week before commencement of the examination that his or her prayer for centre change has been granted.
6. Examinee must be identified by respectable gentleman known to the Officer-in-Charge of the examination centre to which centre is granted.
7. Once the permission for change of centre has been granted, the fee paid for the purpose cannot be refunded.
8. The candidate will have to collect the Admit Card from the Original College from which he/she is sent up.
9. Incomplete application form for change of centre will not be considered.
10. No objection certificate, from the Principal of the college to which the candidate intends to change the examination centre, must be attached with the application.
11. If the reasons for change of centre, are not clearly stated, the examinee will not be allowed to change his/her centre.

P. K. Deka
Controller of Examinations,
Gauhati University