

Office of the Principal
Michael Madhusudan Memorial College
Kabi Guru Sarani, City Centre, Durgapur

Notice for correction of Registration & Admit card data for the students 2017-18 academic session

Notice No : 661

Dated: 20/04/2018

All the students who have registered in the academic session 2017-2018 are informed that they can correct any registration information if they find any discrepancy in their registration and admit card. The process starts on 20-04-2018 and will continue till 23-04-2018. Concerned students may contact the college office for any rectification on the said dates.

The details of documents along with incorrect registration/admit card (if so) to be enclosed with the application duly attested by Head of the Department is mentioned below:

Sl. No.	Item to be rectified	Supporting documents to be submitted
1	Name of the candidate	Birth Certificate/Admit Card of class-X or Equivalent Examination/Voter ID Card/Aadhaar Card/PAN Card/Ration Card/ Driving License
2	Father's Name	-Do-
3	Mother's Name	-Do-
4	Date of Birth	Admit Card of class-X or Equivalent Examination
5	Mobile	Self Declaration
6	Email ID	Self Declaration
7	Subject Related	Certify by respective HOD of the College
8	Image	Scan copy image (.jpg / .jpeg), Rename with Registration No.

All concerned are requested to follow above deadlines strictly. After this deadline no other correction will be entertained.



[Handwritten Signature]
Principal 20/4/18

Michael Madhusudan Memorial College
Durgapur-713216

DR. G. M. HELALUDDIN
Principal

MICHAEL MADHUSUDAN MEMORIAL COLLEGE
Kabi Guru Sarani, City Centre, Durgapur-713216