



**JHARKHAND**  
**Rai University**  
RANCHI

## Application for Correction in Marksheet/Degree/Certificate

To,  
The Registrar  
Jharkhand Rai University  
Ranchi - 834010

**Subject:- Application for correction of name/any other field in Marksheet/Degree/Certificate**

Sir,

I was a student of Jharkhand Rai University, Ranchi in the session \_\_\_\_\_. I passed the \_\_\_\_\_ course from Jharkhand Rai University, Ranchi. The degree/certificate conferred upon me by the University has been misprinted/mis-spelt in the name of **Student/Father/any other field**.

Therefore, I kindly request you to correct the name in the above issued degree/certificate. The documents required to support my claim are enclosed herewith.

**(Write below the correct input as per 10<sup>th</sup> certificate, to be printed on Marksheet/Degree/Certificate):**

(A) Student's Name : \_\_\_\_\_

(B) Father's Name : \_\_\_\_\_

(C) Any other field: \_\_\_\_\_

Yours faithfully

Signature \_\_\_\_\_

Name: \_\_\_\_\_

Enrolment no./Registration no.: \_\_\_\_\_

Contact no. \_\_\_\_\_ / \_\_\_\_\_

Complete Postal Address with Pin code:

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**Enclosures:-**

1. Marksheet of Class X (Xerox copy)
2. Marksheet of final semester (Xerox copy)
3. Degree/Certificate/Marksheet (original)