To,
The Director,
G H Raisoni College of Engineering & Management,
Nagpur.

**Subject: - Application for Change of Name.**

Sir,

I,_____is a regular student of this college studying in B.Tech/M.tech/MBA/MCA/BCA/BBA/BCCA/B.Sc./M.Sc./Poly_____year_____ in_____branch in the session_____, and request you to change my name as "_____".
Reason of name change: _____
In support, I am submitting herewith the following documents.

1. Copy of College Identity Card.
2. Copy of 12th Board Certificate.
3. Affidavit for change of name.
4. Marriage Certificate from competent authority (if married)
5. Government Gazette
6. Adoption Deed (if any)
7. Any other proof (viz: Pan Card/Aadhar Card/Passport etc)

**Declaration**

I agree that the change of name will be effective from the date of Notification issued by the college.

Yours faithfully,

Date: _____
Place: _____ Signature

Name: _____
Mobile No: _____

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**For HOD/Dean Approval**

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HOD/Dean
Signature & Stamp