



JHARKHAND Rai University

Established by an Act of Govt. of Jharkhand
as per Section 2(f) of UGC Act, 1956

Application for Correction in Marksheet/Degree/Certificate

To,
The Registrar
Jharkhand Rai University
Ranchi - 835222

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 10th 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:

Enclosures:-

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