## (Change in Name)

- (Change in Name)
- 1. Any alteration in the name already recorded in the University Office is considered as a change in name.
- 2. Only Matric, or Higher Secondary Part I passed in 1965 or thereafter or Higher Secondary Part II Examination passed or registered candidates of this University or with the University of Panjab, Lahore, are allowed to apply for change in their names.
- 3. Change in sub-caste is not permissible unless there is any link between the proposed and the one already shown against his/her name. This rule does not apply to women candidates who change their names due to marriage and advertisement in the newspaper is not necessary.
- 4. **Mode of Payment:** Fee can be paid either in cash at the University counter in main office or through bank draft preferably drawn on State Bank of India, Panjab University, Chandigarh or any scheduled Bank of Chandigarh or through Crossed Indian Postal Orders drawn in favour of Registrar, Panjab University, Chandigarh.

Fees: Rs. 590/-

5. The application should be forwarded to this Office through the Head of Institution affiliated/recognised by this University where the applicant is studying or last studied (Certificate No. (ii) overleaf is meant for this purpose)

Note: - In cases where the Institution last attended by a candidate is in Pakistan, the applicant, if employed, should submit his application through the head of the Department where he is employed (Certified No. (i) overleaf is meant for this purpose)

- 6. A cutting from the newspaper in which the applicant has advertised the change in his/her name be pasted in the space provided for it at page 1. The advertisement will be vaild up to six months from the date of publication. Attested copy of the same is not acceptable.
- 7. Duplicate Certificates with change name can be issued on payment of the prescribed fee and on return of the original certificates. This fee will be in addition to the fee paid for change in name.
- 8. If the change in name is permitted, the name in the University records as well as in the duplicate copies of the certificates/degrees if obtained, will be shown in "New name" alias "Old Name", as for example, where change in name is allowed from 'Megh Raj to Raj Kumar', changed name in the University records as well as in the duplicate copies of the certificates/degrees will be shown as "Raj Kumar alias Megh Raj".