

# MS-CIT

## Application Form for Name Correction

(To be filed by Candidate ONLY)

Name of Candidate : - \_\_\_\_\_

Seat No/Enrollment No: - \_\_\_\_\_ OR MKCL Learner ID: - \_\_\_\_\_

Date of Examination : - \_\_\_\_\_

Address of Candidate : - \_\_\_\_\_

City/Village : - \_\_\_\_\_ Taluka: - \_\_\_\_\_

District : - \_\_\_\_\_ Pin Code: - \_\_\_\_\_

Mob No : - \_\_\_\_\_ Tel No (with STD Code): - \_\_\_\_\_

Email Id : - \_\_\_\_\_

ALC Number & Name: - \_\_\_\_\_

ALC Address: - \_\_\_\_\_

City/Village: - \_\_\_\_\_ Taluka: - \_\_\_\_\_ District: - \_\_\_\_\_

Pin Code : - \_\_\_\_\_ ALC Email Id: - \_\_\_\_\_

ALC Mob No: - \_\_\_\_\_ ALC Tel No (with STD Code): - \_\_\_\_\_

Incorrect Name in Capital: - \_\_\_\_\_

Correct Name as per Statement of Marks of SSC/HSC board in Capital : - \_\_\_\_\_

Certificate will be issued on Candidate's Address

Date: - \_\_\_\_\_

Place: - \_\_\_\_\_

Candidate's Signature

Instructions for Candidate & ALC:-

1. Enclose the Original MS-CIT Certificate.
2. Only Minor spelling mistake in names shall be corrected.
3. Fees: DD of ₹ 200/- (for Candidate) + ₹ 500/- (for ALC as a FINE) = Total one Demand Draft of ₹ 700/- amount, per Candidate in favor of "Secretary MSBTE Mumbai" or Payment of ₹ 700/- accepted in Cash at Accounts Department of MSBTE in-person, for all Examinations.
4. Enclose **Gazetted Officer** attested copy of Photo Identity Proof (Pan Card / Driving License / Passport).
5. Enclose **Gazetted Officer** attested copy of Statement of Marks of HSC / SSC / VIII / IV.
6. Submit duly filled application directly to MSBTE (Head Office, Mumbai).
7. Name Correction, Photo Correction cannot be done on the basis of **MS-CIT duplicate certificate**.
8. Once Name Correction is done, application for Photo Correction shall not be entertained.
9. Submit duly filled application to "The Secretary, Maharashtra State Board of Technical Education, 4<sup>th</sup> Floor, Govt. Polytechnic Building, 49, Kherwadi, Aliyaware Jung Marg, Bandra (E), Mumbai-400 051".