

RECOMMENDATION LETTER

(Submitted by the Principal / HOI from which the registration is done)

To,

The Secretary,

Assam State School Education Board, Division-II, Bamunimaidam, Guwahati-21

Subject -Prayer for correction in the Registration Certificate.

Sir,

Referring to the subject cited above I would like to request you to kindly correct the Registration data of the below mentioned student.

NAME OF THE STUDENT		
REGISTRATION NUMBER /SESSION		
INSTITUTION NAME & CODE		
FOR STREAM CORRECTION	PREVIOUS STREAM	STREAM TO BE CORRECTED AS
FOR SUBJECT CORRECTION	SUBJECT(S) AS PER REGISTRATION CERTIFICATE	SUBJECT(S) TO BE CORRECTED IN THE REGISTRATION CERTIFICATE
FOR PHOTO CORRECTION	PASTE THE CORRECT PHOTOGRAPH HERE NB: PHOTO MUST BE DULLY ATTESTED BY THE PRINCIPAL WITH SEAL	Put the Correct Signature in the box below <div style="border: 1px solid black; height: 30px; width: 100%;"></div>
	FOR MEDIUM CORRECTION (Please mention the medium to be corrected as)	
FOR GENDER CORRECTION (Please mention the Gender to be corrected as)		

Declaration by the Principal:

I do hereby declare that the student above is attending class in IIS First Year in the stream and subject(s) to be corrected as above. Further, I do hereby declare that the data furnished above are true and correct as based on the record as available in the institution.

PLACE:

DATE:

SEAL & SIGNATURE OF THE PRINCIPAL /HOI
(Institution through which the registration is done.)