THE MAHARAJA SAYAJIRAO UNIVERSITY OF BARODA

Vadodara – 390 002, Gujarat, INDIA

Inward Number			Query Register Page Number		
Date:			/			/	2	0		

To,
The Students' Facilitation Centre Official
The M. S. University of Baroda
Vadodara

Subject: Query / Correction Request Form

Sir/Madam,

I the undersigned with the details as specified would hereby apply for following (Tick in appropriate Box):

1.	PRN:	2	0		0	3	3	8						
2.	Name of the Student:													
3.	Faculty / College:													
4.	Programme Part/Year:		First / Second Semester/Year of						
5.	Branch / Core Subject:								
6.	Examination Event:		Examination Seat Number:					
7.	Admission related / PRN Generation:					
8.	Profile Correction (Specify the Field):					
9.	Marks/Remarks Correction:					
10.	Admission into higher Semester/Year:					
11.	Non-generation of Examination Form:					
12.	Non-generation of Seat Number:					
13.	Non-generation of Hall-ticket:					
14.	Non-generation of Examination Result:					
15.	Any other (Please specify):					

I further submit that I have read all the terms and conditions overleaf and I will abide by the same for submitting this application along with all necessary enclosures. You are requested to resolve the query at an earliest.

Thanking you,

_____
(Signature with Name of the Applicant)

Date of Submission:						
D	D	/	M	M	/	Y	Y	Y	Y

Note: Please turn over for instructions. Specify enclosure(s) overleaf.

Enclosures:
1.
2.
3.
4.
5.

Remarks:

Instructions to Applicant about filling up of this form:
Corresponding to 1 – Write down your 16 digit PRN.
Corresponding to 2 – Write down your Name
Corresponding to 3 – Write down your Faculty / College, as the case may be.
Corresponding to 4 – Specify the Programme/Course of your admission (e.g. BA, MA, BCOM, MCOM, BE, ME, Diploma, PGDiploma etc.

Also specify your Semester/Year of Admission (e.g. First Semester of BA-I, Second Semester of BA-I, First Semester of BA-II etc…)
Corresponding to 5 – Specify your Branch or Core Subject, if available. (e.g. Economics, Drama, Painting, Civil, Architectural Assistant etc…)
Corresponding to 6 – Specify the Examination Event for which you wish to register the query (e.g. December-2012, April-2013, November-2013 etc…) This information will be available on top of the examination form/hall-ticket/Statement of Marks [SoM]/Statement of Grades [SoG].
Corresponding to 7 to 14 – Please mark a 'Tick √' for which you are registering your query.
Corresponding to 15 – Specify and register any other query not listed at 7 to 14.

Terms & Conditions:

1. I hereby declare that I am registered user for *e-Suvidha* services on the Digital University Website/Portal, msub.digitaluniversity.ac

2. I have gone through the "Important instructions to all candidates" document as available on the DUMSUB Portal.

3. I hereby submit that I have verified my present status on the DUMSUB portal (i.e. under the tab of "Academics → View Profile" and "Academics → Academic Details", as the same is not updated, I am registering my query.

4. I hereby submit that I have registered my e-Request for 'Profile Correction' and I am submitting necessary documentary evidences today along with my present request – on the date of my present application.

5. I am submitting the present query with all necessary enclosures and further agree to submit all necessary details, if required, upon the communication from the university.

6. I hereby state and undertake that all the information(s) and enclosure(s) as provided by me are true representation of my status – to the best of my knowledge.