

## APPLICATION FORMAT FOR CHANGE IN THE STUDENT'S PROFILE

The Principal  
BCM School, Sec 32A  
Chandigarh Road,  
Ludhiana.

Date: .....

Respected Sir,

Kindly make the changes in my ward's profile as per the details given below:

Tick ( <input type="checkbox"/> ) the Changes desired	Change	Previous	New
	(a) Student's Name		
	(b) Father's Name		
	(c) Mother's Name		
	(d) Address		
	(e) Phone Number		
	(f) Date of Birth		

I am enclosing the requisite supporting document for the same. Kindly do the needful at your end and oblige.

Thanking you

Yours Sincerely

\_\_\_\_\_  
\_\_\_\_\_

### **Please Note:**

- 1) Application will be accepted in this format only.
- 2) Photo copy of the format may be used.
- 3) Change in the profile is permissible till class VIII only.
- 4) Fee of Rs. 150 will be charged per change in the profile (a, b and c)
- 5) Affidavit of first class magistrate will be required to make any change in the name of student, mother or father.