



# APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY

CET campus, Thiruvananthapuram - 695 016

Ph: 0471 2598122; Fax: 2598522 [www.ktu.edu.in](http://www.ktu.edu.in) Email: [university@ktu.edu.in](mailto:university@ktu.edu.in)

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## Circular

It is hereby informed that students requesting for late centre change should send an email request to the mail ID [centrechange@ktu.edu.in](mailto:centrechange@ktu.edu.in). University will send a link to the student's email ID for payment of the fine. Students can pay the fine amount through the KTU portal by clicking the link.

Students shall contact their parent institute and request to forward their email request to University ID [centrechange@ktu.edu.in](mailto:centrechange@ktu.edu.in). Late centre change requests of students will be accepted only if email from the parent institute of the student is received on the University ID.

E-mail requests from students should mandatorily carry below-mentioned information:

Name and register number of the student:

Name of the parent Institute:

Contact number:

Name of the examination (as it appears in the portal):

Full name of 3 preferred Colleges:

Also be informed that the earlier method of transferring the fine amount to the University account through the account transfer facility stands cancelled and it will **not** be considered hereafter.

Dr. Ananda Resmi S  
Controller of Examinations

\* This is a computer system (Digital File) generated letter. Hence there is no need for a physical signature.

