



APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY

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KTU/SOEX-
II/5449/2019

31.10.2019

NOTIFICATION

University is in receipt of requests from students of closed colleges regarding allotting exam centre for them to attend forthcoming B.Tech degree Examinations. Such students are directed to send a request to Controller of Examinations in attached format mentioning name of preferred exam centre.

Scanned copy of the signed request should be sent to support@ktu.edu.in on or before 5th November 2019 (Tuesday) .

Such emails should carry subject line: "Request for Exam Centre Change - B.Tech Examinations". Students already allotted exam centres to attend B.Tech S8 supplementary Exam October 2019 need not request again. The already allotted exam centre is final.

Students need not approach the University directly for this purpose.

Dr. Suresh Babu
Controller of Examinations

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



From
<student name, register number, parent Institute>

To
Controller of Examinations
KTU

Sir,

Since my parent institute is not functioning now, I kindly request you to allot an exam centre for me to write forthcoming B.Tech examinations. Details are shown below:

Preferred Institute:

Address of the Institute:

Course codes of Supplementary Courses:

<Signature>

Name:

Address:

Mobile:

Email ID:

