

Sub:- Gl. Edn. - Correction of Date of Birth/Other Correction - sanction accorded - Orders issued.

Ref:- 1) G.O (P) No. 38/2012/Gl. Edn. dtd 07/02/2012 .

2) Application dtd ..... of ..... F/o, M/o, G/o

3) Birth Certificate with No. .... Dtd ..... Issued by Shri/Smt..... from .....

.....Local Body

**Order No. .... dtd .....**

❖ Shri/Smt. ....

F/o, M/o, Master/ Kumari ..... Std .....

Admission No. .... in his/her application read as paper 2<sup>nd</sup> requested for the correction of Date of Birth of the pupil from ..... to ..... in school records.

The documental evidences produced to prove the claim of the petitioner have been examined in accordance with Government Order read as 1<sup>st</sup> paper and found genuine.

According to the Birth Certificate produced along with the application the date of birth of the said pupil Kumari/Master ..... is .....

Hence, based on the Birth Certificate produced, sanction is hereby accorded to change the date of birth from ..... to ..... as per

**Rule 3 Chapter VI KER** in school records.

❖ Shri/Smt. ....

F/o, M/o, Master/ Kumari .....Std .....

Admission No. .... in his/her application read as paper 2<sup>nd</sup> requested for the correction of ..... of the pupil as ..... instead of ..... in school records.

The matter is examined in detail with reference to the corroborative evidence such as birth certificate, ..... and found genuine.

In the above circumstances sanction is hereby accorded to correct the ..... of the pupil as ..... instead of .....

.....in the school records.

**HEADMASTER**

To

1. Shri./Smt. ....
2. To paste in the Admission Register (Copies should be submitted to previous schools if any)
3. Stock File.

❖ Delete the clause if not applicable.