



தமிழ்நாடு ஆசிரியர் கல்வியியல் பல்கலைக்கழகம்  
**TAMIL NADU TEACHERS EDUCATION UNIVERSITY**

(Established under Tamil Nadu Act 33 of 2008)

Gangaiamman Koil Street, Karapakkam, Chennai – 600 097- Tamil Nadu- India.

Website: www.tnteu.ac.in

**INSTRUCTIONS FOR APPLYING NAME/DOB/INITIAL**  
**CORRECTIONS IN CERTIFICATE(S)**

1. Application for corrections in certificates should be completed in every respect, otherwise it will be rejected.
2. Fee towards applying for Corrections in certificates are as follows
  - ❖ Degree Certificate : Rs 150 /-
  - ❖ Provisional Certificate : Rs 150/-
  - ❖ Statement of Mark : Rs 150/-
3. Fees should be paid in the form of Demand Draft in favour of "**The Registrar, Tamil Nadu Teachers Education University, Chennai,** Obtained from any Nationalized Bank.
4. Fee once paid will not be refunded or adjusted under any circumstances. Enclose the Original Bank Demand Draft with the application.
5. Application for Corrections in certificates should be Enclose the following
  - ❖ Original certificate issued by the TNTEU
  - ❖ Attested photo copy of Certificate for Proof of Corrections
  - ❖ Original Demand Draft
6. Application along with the enclosures should be sent to "**The Controller of Examinations,** Tamil Nadu Teachers Education University, Gangaiamman Koil Street, Karapakkam, Chennai-600097. Tamil Nadu- India.

**Controller of the Examinations**



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**APPLICATION FOR THE ISSUE OF NAME/DOB/INITIAL**  
**CORRECTIONS IN CERTIFICATE(S)**

|                               |  |   |           |  |                       |                                |             |
|-------------------------------|--|---|-----------|--|-----------------------|--------------------------------|-------------|
| 01                            | Name of the Candidate<br>(as Registered in this University)            | In English  |           |  |                       |                                |             |
|                               |  | In Tamil  |           |  |                       |                                |             |
| 02                            | Name of the College, College Code where Candidate underwent the course |   |           |  |                       |                                | <b>Code</b> |
| 03                            | Register No  |   |           |  |                       |                                |             |
| 04                            | Period of Study/Month and Year of Passing                              | <b>From</b>   | <b>To</b> |  |                       |                                |             |
| 05                            | Date of Birth  |   |           |  |                       |                                |             |
| 06                            | Contact Number   | Phone Number  |           |  | Mobile Number         |                                |             |
| 07                            | Residential Address  |   |           |  |                       |                                |             |
|                               |  | Pin Code  |           |  |                       |                                |             |
| 08                            | Corrections in which Certificates required for<br>(Put ✓)              | <b>Statement of Marks/Provisional/Degree Certificates</b> |           |  |                       |                                |             |
| 09                            | Mention the Type of Correction required for<br>(Put ✓)                 | <b>NAME / DOB / INITIAL</b>                               |           |  |                       |                                |             |
| 10                            | Details of Corrections Made in   | NAME /DOB/ INITIAL Entered in<br>TNTEU Certificate as     |           |  |                       |                                |             |
|                               |  | Need in Correction as                                     |           |  |                       |                                |             |
| 11                            | Signature of the Candidates  |   |           |  |                       |                                |             |
| <b>DETAILS OF THE PAYMENT</b> |  |   |           |  |                       |                                |             |
| 12                            | Name of the Bank   |   |           |  |                       | <b>FOR OFFICE USE ONLY</b>     |             |
|                               | Branch   |   |           |  |                       | Endorsement by Finance Section |             |
|                               | Amount   |   |           |  |                       |                                |             |
|                               | DD. Number   |   |           |  |                       |                                |             |
|                               | Date   |   |           |  |                       |                                |             |
| <b>FOR OFFICE USE ONLY</b>    |  |   |           |  |                       |                                |             |
| 13                            | The above information are verified and found Correct                   |   |           |  |                       |                                |             |
|                               | <b>Prepared by:</b>  |   |           |  | <b>Folio No:</b>      |                                |             |
|                               | <b>Examined by:</b>  |   |           |  | <b>Date of Issue:</b> |                                |             |
|                               | <b>Controller of the Examinations</b>                                  |   |           |  |                       |                                |             |