

**SVKMs Narsee Monjee College of Commerce and Economics  
(Autonomous)  
Vile Parle (West), Mumbai - 400056**

06<sup>th</sup> November 2020

**NOTICE**

**DEGREE COLLEGE & SFC**

All students are informed to check and verify their names in the attendance list for any corrections. The name of the student will appear in the marksheet as per the name mentioned in the attendance list.

The correct format for name to be printed on the marksheet is  
**Student Last Name/Student First Name/Father First Name/Mother First Name**

If any student wish to make correction in their name/gender, then they are required to mail scanned copy of a duly filled name correction form given below on [attendance@nmcce.ac.in](mailto:attendance@nmcce.ac.in) on or before **10<sup>th</sup> November, 2020**. The details will be updated in the system in 2 working days after approval from the principal.

In Case of Change in Name the student is required to attach the 12th Marksheet Copy. Google



Dr. Parag Ajagaonkar  
Principal

Shri Vile Parle Kelvani Mandal's  
NARSEE MONJEE COLLEGE OF COMMERCE & ECONOMICS  
Autonomous  
Vile Parle (West), Mumbai 400 056

**FORM FOR NAME CORRECTION**

Class:\_\_\_\_\_ Div:\_\_\_\_ Roll no:\_\_\_\_ Student No:\_\_\_\_\_

**Correction Required in:**

Surname/Student Name/Father Name/Mother name/Gender

**Name displayed in the Roll Call/attendance list (in BLOCK LETTERS):**

Name	Gender
	Male/ Female

**Correct name in full (in BLOCK LETTERS)**

Name	Gender
	Male/ Female

Contact Number : 1)\_\_\_\_\_ 2)\_\_\_\_\_

Date: \_\_\_\_\_

Signature of the Student

**Note: Please attach copy of 12<sup>th</sup> Marksheet for correction in name.**