

DIBRUGARH UNIVERSITY REGULATIONS FOR CHANGE OF NAME/MIDDLE NAME/SURNAME OF STUDENTS, 2022

*(As approved by the Executive Council, Dibrugarh University in its 350th meeting held on
31.08.2022 vide Resolution no. 21)*



DIBRUGARH UNIVERSITY
Dibrugarh-786 004
Assam

DIBRUGARH UNIVERSITY REGULATIONS FOR CHANGE OF NAME/MIDDLE NAME/SURNAME OF STUDENTS, 2022

In exercise of the powers conferred by section 4 (xvi) of the Dibrugarh University Act, 1965 (as amended up to date) the University makes the following Regulations namely:-

Chapter – I: Short Title and Definitions:

1. Short Title, Commencement, Name and Applicability:-

- 1.1 These Regulations may be called Dibrugarh University Regulations for Change of Name/Middle Name/Surname of Students, 2022
- 1.2 These Regulations shall come into force from the date of approval by the Executive Council, Dibrugarh University.
- 1.3 These Regulations shall be applicable to the students of Dibrugarh University and its affiliated/permitted/constituted Colleges/Institutes.

2. Definitions:-

In these rules, unless the context otherwise requires -

- 2.1 **“Act”** means Dibrugarh University Act, 1965 (as amended up to date)
- 2.2 **“Student”** means the bona fide students of Dibrugarh University and its affiliated/permitted colleges.
- 2.3 **“Vice Chancellor”** means the Vice Chancellor of Dibrugarh University
- 2.4 **“Authority”** means, unless stated otherwise, Dibrugarh University authority.
- 2.5 **“University”** means, unless stated otherwise, Dibrugarh University.
- 2.6 **“College”** means, unless stated otherwise, affiliated Colleges of Dibrugarh University.
- 2.7 **“Institute”** means, unless stated otherwise, affiliated Institute of Dibrugarh University.

CHAPTER – II: RULES FOR CHANGE OF NAME/MIDDLE NAME/SURNAME

3. Eligibility:

The bona fide students of Dibrugarh University and its affiliated/permitted/constituent Colleges are eligible to apply for his/her 'change of name/middle name/surname' in case he/she has changed his/her name/middle name/surname for a genuine cause.

A person who is not a bona fide student of Dibrugarh University or its affiliated/permitted/constituent Colleges at the time of submission of application for 'change of name/middle name/surname' or who has already completed his/her study from the University or its affiliated/permitted/constituent Colleges shall not be eligible to apply.

Provided that the modification of surname of any female student on account of marriage or divorce orders of any competent court shall be considered on production of the prescribed documents as mentioned herein below in clause 4.2.5.

4. Application process:

4.1 An application, duly containing the Registration number, name of the Department/Centre of Studies/College/Institute, Programme enrolled seeking 'change of name/middle name/surname' duly forwarded by the concerned Head/Chairperson of the Department/Centre of Studies of Dibrugarh University campus or the Principal of the concerned College/Institute should be submitted to the Controller of Examinations, Dibrugarh University along with the prescribed documents.

4.2 Prescribed documents require to be submitted along with the application form mentioned herein above:

4.2.1. Self-attested copy of the Dibrugarh University Registration Card.

- 4.2.2. Newspaper cutting (in original) as proof of the advertisement published with regard to 'change of name/surname'.
- 4.2.3. An affidavit (in original) on a non-judicial stamp paper of appropriate value regarding 'change of name/surname'.
- 4.2.4. Original copy of the Government of India Gazette Notification about the 'change of name/surname'.
- 4.2.5. (i) Certified copy of the 'marriage certificate' duly issued by the Marriage Registrar of the District, and (ii) Original affidavit of the student and the spouse, wherever applicable.
- 4.2.6. Any other relevant documents as may be deemed relevant depending upon circumstances of the application, wherever applicable.

5. Exceptions:

- 5.1 Correction in the name, middle name or surname to the extent of genuine clerical error in placing of alphabet will be made under order of the Vice-Chancellor, Dibrugarh University even if the candidate is passed out where it is established to the satisfaction of the Vice-Chancellor, Dibrugarh University.
- 5.2 Request for 'change of name/middle name/surname' shall be considered in case of order/directions of any competent Court.

6. Application Fee:

The application fee for 'change of name/middle name/surname' is Rs. 1000/- (Rupees One thousand only).

7. Name to be printed on the Mark sheet/Grade sheet/Certificate:

The name/middle name/surname after change shall be read as Changed Name/Middle name/Surname alias Earlier Name/Middle name/Surname.

8. Effect:

Any change of name/middle name/surname will come into effect only after the same has been approved by the competent authority of Dibrugarh University and notified by the University, a copy of which will be marked to the applicant.

9. Future Amendments:

Necessary amendment (s) to any of the aforementioned Regulations may be recommended, if deemed required, by a committee constituted by the Vice-Chancellor/Registrar, Dibrugarh University. Final decision regarding the approval of such recommendation (s) shall be taken by the Executive Council of the University.
