



OFFICE OF THE PRINCIPAL

MARGHERITA COLLEGE

(THE SPIRIT OF QUALITY AND EXCELLENCE)

Regd. No. 2094 of 1991-92
P.O. MARGHERITA - 786181
DIST. TINSUKIA (ASSAM)
Email: mrgcollege@gmail.com

(ACCREDITED BY NAAC AT 'B' GRADE)

Ref. No. MC/H.S. Regist./15(11)/20/6025

Date- 13-10-2020

NOTICE

It is for information to the students of HS Second Year (Arts/Science/Commerce) classes admitted in H.S. First Yr. during the session 2019-2020 that their Registration Certificates will be issued on and from 13-10-2020 as per schedule mentioned below. The students are directed to collect their own Registration Certificates from the office of the undersigned after showing College Identity Card or Money Receipt of Registration Form fill up (2019-20) and verify their Registration Certificates for correction (if necessary).

Schedule of Issuing of Registration Certificate:-

Sl. No.	Stream	Class	Date of Form Submission
1.	Science	H.S. 2 ND Year	13-11-2020 to 15-11-2020
2.	Commerce	H.S. 2 ND Year	16-11-2020 to 19-11-2020
3.	Arts	H.S. 2 ND Year	20-11-2020 to 23-11-2020

Please note, request for correction in Registration data for session 2019-20 is allowed for the following:

1. In Candidate's Name correction is allowed either in First Name or Middle Name or Last Name.
2. In Parent's Name correction is allowed in either among-st Father's Name and Mother's Name.
3. Change of Stream is not allowed.
4. For change in subject select the same.
5. In Photograph & Signature correction is allowed in either among-st Photograph & Signature.
6. In Candidate Name correction is allowed either in First Name or Middle Name or Last Name.

Instruction pertaining to upload of supporting Documents.

1. Files to be uploaded should be in PDF file format.
2. File size should be between 150kb to 300kb.
3. Upload document should be clean & clear, if the same is not clear / unreadable the application will be rejected.
4. For correction in Mother's Name & Father's Name upload copy of Admit Card of Secondary Exam.
5. For correction in subject(s) upload copy of HS First Year Marks Sheet.

(Dr. D. Singha)
Principal in-charge
Margherita College
Margherita
Principal i/c
Margherita College
Margherita