

Himachal Pradesh Technical University Hamirpur
Distt. Hamirpur (H.P.) 177001

Application Proforma for permission to change of examination centre for end semester examination December 2018

(Only for passed out(re-appear) candidate) (Particular to be filled in by the candidate)

1. Name:
2. Father's Name:
3. Contact detail: Mob: email:
4. Roll No.:
5. Course:
6. Branch:
7. Semester:
8. Re-appear applied for (Subject Name & Code):
 - (i) (ii)
 - (iii) (iv)
 - (v) (vi)
9. Syllabus/Scheme: NS OS
10. Examination Form No.: i/ii/iii
11. Name of the college where candidate registered as regular student during the course:
.....
12. Is candidate migrated as regular student to other college during the course? (Yes/No).
If yes, then give the name of college
13. Examination Centre filled/given during the online filling of examination form:
.....
14. Centre in which the candidate now desires to appear:
15. Payment detail (NEFT/RTGS/DD No./Cash Receipt No.
16. Reasons for change of examination Centre:

Date:

Signature of applicant

RULES FOR CHANGE OF CENTRE

1. Candidate shall be permitted to change the examination centre under the following circumstances:
 - a. If the candidate or his/her parent or guardian is transferred and the head of the office or Department certifies the fact of transfer in which his/her parent or guardian is employed.
 - b. If the change of the centre is necessitated by reason of a candidate's ill health and the fact of illness is supported by certificate from a Registered Medical Practitioner not below the rank of an Assistant Surgeon.
 - c. The Controller of Examinations might approve change of centre in cases not covered by the above rules.
2. The application on the prescribed form for change of centre should be submitted by the candidate either personally in the O/o Controller of Examinations, HPTU Hamirpur, Near Gandhi Chowk, Distt. Hamirpur (H.P.) or through email (**coehimtu@gmail.com**) alongwith required examination centre change fee. An amount of ₹1000/- will be charged for the change of examination centre. **Examination centre once changed shall not be changed in future.** Candidate can deposit fee through NEFT/RTGS/Demand Draft. Bank detail for online transaction is given below:

Name of Bank	IFSC Code	Account No.
State Bank of India, Hamirpur	SBIN0050123	65105867438

3. Application alongwith fee for change of centre shall be entertained upto one month before the date of commencement of the examination.
4. University reserves the right to cancel/withheld the result of a candidate, if he/she appears in an examination centre which is not allotted to him/her without the prior approval of the Controller of Examinations.
5. If any applicant (passed out re-appear) was a registered/migrated student of college mentioned at column A, then he/she will automatically be allotted with the examination centre mentioned at column B:

Sr. No.	Column A	Column B
1	Himachal Institute of Technology, Rampur Ghat Road, Paonta Sahib, Distt. Sirmour (H.P.) 173025	Himachal Institute of Pharmacy, Rampur Ghat Road, Paonta Sahib, Distt. Sirmour (H.P.) 173025
2	Dev Bhumi Institute of Engineering & Technology, Village Chandpur, Tehsil Haroli, Distt. Una (H.P.)	KC Institute of Engg. & Tech, V.P.O. Pandoga Uparla, Tehsil & Distt. Una (H.P.) 177207
3	H.P. Institute of Management Studies, Airport Road, Totu, Shimla (H.P.) 171011	Bells Institute of Management & Tech., Knowledge City, Mehli, Distt. Shimla (H.P.) 171009
4	Shimla Institute of Management, Sheetal Kunj Estate, Kamla Nagar, Sanjauli Distt Shimla	
5	IITT College of Engineering, Trilokpur Road, Kala Amb, Distt. Sirmour (H.P.)	Himalayan Institute of Engineering & Technology, Near Suketi Fossil Park Road, Kala Amb, Distt. Sirmour (H.P.) 173030
6	Sai Ram Education Trust Group of Institutions, Tipper, Distt. Hamirpur (H.P.) Sai Ram Education Trust College of B. Pharmacy, Tipper, Distt. Hamirpur (H.P.)	Gautam Institute of Management and Technology, Hamirpur (H.P.) 177001
7	MG Institute of Engineering and Technology, Mandi, Badhoo, Tehsil Chachyot, Distt. Mandi (H.P.)	T.R. Abhilashi Memorial Institute of Engineering & Technology, Tanda, P.O. Balt (Ner Chowk), Distt. Mandi (H.P.) 175008
8	A.G.I. School of Engineering & Technology, Chail Chowk, Distt. Mandi	
9	A.G.I. School of Pharmacy, Chail Chowk, Distt. Mandi	Abhilashi College of Pharmacy, Nerchowk, Tehsil Balh, Distt. Mandi (H.P.) 175008

It the candidate wants to change his/her allotted examination centre then the candidate have to apply for the change of examination centre to the Controller of Examinations, HPTU by following the above mentioned instructions.