

To
**The Director/Principal,
DRIEMS Polytechnic
Tangi, Cuttack.**

Sub: Application for Change of branch

Sir,

In inviting your notice no..... dtd....., I,
Miss/Sri....., bearing Regd.
No. of 1st Semester branch would like to
change my present branch to branch. I have
secured the total marks out of in the 10th Exam.

Student Name :

Regd. No.:.....

Semester :.....

Present Branch :

Total Marks (10th)

Total Marks secured (10th) :

Wanting Branch :

Yours faithfully,

Date :.....

Full Signature of the student

Consent of Parent/ Guardian with Signature

Address with Contact No.:

- N.B:-
1. The student should apply within scheduled date after publication of notice
 2. Without signature of the guardian, application will not be considered.
 3. After final notification of branch change as per SCTE&VT rule, any type of objection will not be entertained.

**Signature of receiving
authority with date
(Office use only)**