



THE MAHARAJA SAYAJIRAO UNIVERSITY OF BARODA

Vadodara - 390 002, Gujarat, INDIA

Inward Number		Query Register Page Number								
Date:			/			/	2	0		
Mobile No.										

To,
The Students' Facilitation Centre Official,
The M. S. University of Baroda, Vadodara.

Subject: Query / Correction Request Form

Sir/Madam,

I the undersigned with the details as specified would hereby apply for following (Tick in appropriate Box):

1.	PRN:																
2.	Name of the Student:																
3.	Faculty / College:																
4.	Programme Part/Year:									First / Second Semester/Year of							
5.	Branch / Core Subject:																
6.	Examination Event:									Examination Seat Number:							
7.	Admission related / PRN Generation:																
8.	Profile Correction (Specify the Field):									Correct Name							
	Student Name / Father's Name / Mother's Name									Incorrect Name							
9.	Marks/Remarks Correction:																
10.	Admission into higher Semester/Year:																
11.	Non-generation of Examination Form:																
12.	Non-generation of Seat Number:																
13.	Non-generation of Hall-ticket:																
14.	Non-generation of Examination Result:																
15.	Any other (Please specify):																

I further submit that I have read all the terms and conditions overleaf and I will abide by the same for submitting this application along with all necessary enclosures. You are requested to resolve the query at an earliest.

Thanking you,

(Signature with Name of the Applicant)

Date of Submission:									
D	D	/	M	M	/	Y	Y	Y	Y

Note: Please turn over for instructions. Specify enclosure(s) overleaf.

Enclosures:

- 1.
- 2.
- 3.
- 4.
- 5.

Remarks:**Instructions to Applicant about filling up of this form:**

Corresponding to 1 – Write down your 10 digit PRN.

Corresponding to 2 – Write down your Name

Corresponding to 3 – Write down your Faculty / College, as the case may be.

Corresponding to 4 – Specify the Programme/Course of your admission (e.g. BA, MA, BCOM, MCOM, BE, ME, Diploma, PGDiploma etc.

Also specify your Semester/Year of Admission (e.g. First Semester of BA-I, Second Semester of BA-I, First Semester of BA-II etc...)

Corresponding to 5 – Specify your Branch or Core Subject, if available. (e.g. Economics, Drama, Painting, Civil, Architectural Assistant etc...)

Corresponding to 6 – Specify the Examination Event for which you wish to register the query (e.g. December-2024, May-2025, November-2025 etc...) This information will be available on top of the examination form/hall-ticket/Statement of Marks [SoM]/Statement of Grades [SoG].

Corresponding to 7 to 14 – Please mark a ‘Tick ✓’ for which you are registering your query.

Corresponding to 15 – Specify and register any other query not listed at 7 to 14.

Terms & Conditions:

1. I hereby declare that I am registered user for **Vidhyarthi Login** services on the **MSU Integrated System (MSUIS)** Website/Portal, <https://admission.msubaroda.ac.in/vidhyarthi/#/login>
2. I have gone through the “Important instructions to all candidates” document as available on the MSUIS Portal.
3. I hereby submit that I have verified my present status on the MSUIS Portal (i.e. under the tab of “Academics → View Profile” and “Academics → Academic Details”, as the same is not updated, I am registering my query.
4. I hereby submit that I have registered my e-Request for ‘Profile Correction’ and I am submitting necessary documentary evidences today along with my present request – on the date of my present application.
5. I am submitting the present query with all necessary enclosures and further agree to submit all necessary details, if required, upon the communication from the university.
6. I hereby state and undertake that all the information(s) and enclosure(s) as provided by me are true representation of my status – to the best of my knowledge.