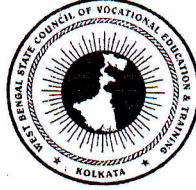


WEST BENGAL STATE COUNCIL OF VOCATIONAL EDUCATION & TRAINING
(A STATUTORY BODY UNDER WEST BENGAL ACT VII OF 2005)



KOLKATA KARIGARI BHABAN (3rd Floor)
110. S. N. BANERJEE ROAD, KOLKATA – 700 013
Website : www.wbsevet.org

No. WBSCVE&T/DS/VIII+/Regd-6/2012-13/564

Date : 24-08-2012

*From: The Deputy Secretary, (Academic)
West Bengal State Council of Vocational Education & Training*

*To: The Principal/Headmaster/Headmistress/ Office-in-Charge/Teacher In-Charge/Superintendent
.....
.....*

Sub: Procedure for correction in photograph / data related to registration / examination enrollment of students for VIII+ / X+ level STC, July'2012 to December'2012.

Sir / Madam,

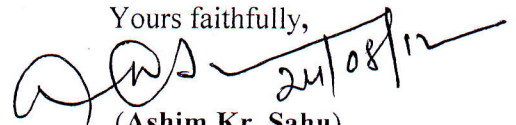
Please follow the guidelines stated below regarding correction in photograph / data occurred during registration / examination enrollment of students for VIII+ / X+ level STC, July'2012 to December'2012.

- ❶ Any request for correction in data (say Name, DOB etc) may be submitted in the prescribed format of "Request for Data Correction in Registration / Examination form" through email to scvet-wb@nic.in mentioning subject line of the mail <CORRECTION_VTC CODE> with a copy to Nodal Centre.
- ❷ In case where the photograph has been changed after uploading, the soft copy of the photograph (in JPEG format only) has to be sent through email to scvet-wb@nic.in mentioning subject line of the mail <PHOTO_VTC CODE>. The file name of the soft copy of photograph should be "VTC code-Trade-class roll no" Example – "6710-TMSR-09"; otherwise photograph will not be considered.

The above mails will have to be sent within 7 days from the last date of registration.

Thanking you,

Yours faithfully,


(Ashim Kr. Sahu)
Deputy Secretary (Academic),
WBSCVE&T



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REQUEST FOR DATA CORRECTION IN REGISTRATION/ EXAMINATION FORM

LEVEL

SESSION

PHASE

VTC NAME

VTC CODE

PHONE NO.

Sl. No.	Trade/Subject Code	Class Roll No.	Item to be corrected [eg. Name / DOB etc.]	Existing data [In English CAPITAL LETTERS]	Corrected data [In English CAPITAL LETTERS]
01					
02					
03					
04					
05					
06					
07					
08					
09					
10					

Day

Month

Year

Signature

Head of the Institute

Please E-mail duly-filled, signed and scanned copy of the above format to scvet-wb@nic.in mentioning subject line of the mail <CORRECTION_VTC Code>