

The Principal,  
Guru Gobind Singh College for Women,  
Sector-26, Chandigarh.

**Subject: CHANGE OF SUBJECT.**

Madam,

I have taken the following subjects in \_\_\_\_\_ Class in the **Session 2023-2024.**

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

4. \_\_\_\_\_ 5. \_\_\_\_\_

I want to leave \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

Subjects and take up \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. I took Admission  
on \_\_\_\_\_.

I want be permitted to do so.

Yours Faithfully

**(Signature of the student)**

Name \_\_\_\_\_ Class \_\_\_\_\_ Roll No. \_\_\_\_\_ Phone No. \_\_\_\_\_

Recommended Teachers Concerned

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

**Note:**

Student can change the subject as per the Subject Combination within 20 days of admission and after that subject change charges will be levied.

**Principal**