



CHANGE REQUEST FORM

STUDENT INFORMATION

*Date of Request:		
*Student's Full Name:		
*Admission No.:		*Roll No.:
*Class:		*Section:
Blood Group:		Bus No.: (only transport change request)

***Change Request for:**

(mention serial number from the list given below)

Kindly fill details in the requested change(s) field:

Request Particulars	OLD Details	NEW Details
1. Name		
2. Date of Birth		
3. Residence Address		
4. Contact Number (Father)		
5. Contact Number (Mother)		
6. Personal Email ID		
7. Bus Stop Location (Temporary)	From Date:	To Date:

Doc. No.: F-ADM-130

Revision No.: 01

Effective Date: 10/11/2025

Page: 1 of 2

THE MILLENNIUM SCHOOL - SURAT

--: Address : -

Block No. 369, Village Narthan, Surat Dandi Road, Taluka Olpad, District Surat-395005.

Ph.: 8980400333 / 9687911191

E-mail : info@themillenniumschoolorsurat.org, web : www.themillenniumschoolorsurat.org

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8. Bus Stop Location (Permanent)		Effective Date:
9. Others: _____ (please specify details)_____		

Declaration and Undertaking

I, the undersigned requestor, hereby confirm that the above details provided by me are correct to the best of my knowledge and give my consent to the school to make the necessary changes at applicable places. I also undertake to submit the necessary documents requested by the school to support my application.

Requestor's Name:
(Should be the parent or legal
guardian of the ward)

Supporting Document(s) to be attached to the request

Change Request	Required Documents
Name	1. Birth Certificate (revised/latest) 2. Aadhaar Card / Passport Copy (revised/latest) 3. Affidavit (for provisional and urgent requests)
Date of Birth	1. Birth Certificate
Residence Address	1. Utility Bills / Rent Agreement
Bus Stop Location (Permanent)	1. Utility Bills / Rent Agreement

For Office Use:

Receiving Date	Name of School Official Receiving Application

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