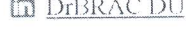


**DR. BHIM RAO AMBEDKAR COLLEGE**  
(University of Delhi)

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Email: info@drbrambedkarcollege.ac.in, brambedkarcollege.du@gmail.com,  
principal@drbrambedkarcollege.ac.in, www.drbrambedkarcollege.ac.in



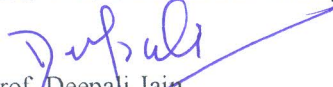
Ref: BRAC/PO/Admin/2023-24/ 722

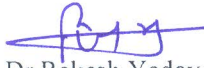
Dated: 9.10.2023


**Important Notice**

**Subject: Regarding option to the students to change AEC/ VAC/ SAC course offered in the College.**

The students of semester 1 and 3 who have wrongly selected any AEC/VAC/SEC course by mistake and want to change the same are required to immediately contact Ms. Indu (Computer Lab II) and submit application as per the format attached to it latest by **October 13, 2023, 3 p.m.** No such change will be entertained after expiry of this date as the College has to create AEC, SEC, VAC courses-wise lists of students for the various administrative purposes. Once again, the students are advised to be careful and change their option of AEC/VAC/SEC course wisely.

  
Prof. Deepali Jain  
Convener (AEC, SEC & VAC)

  
Dr Rakesh Yadav  
Co-Convener (AEC, SEC & VAC)

  
Prof. R.N. Dubey  
Principal

Copy for information and necessary action to:

- Display on students' notice boards, college website
- All Teacher-in-charges & Dealing Assistants
- All Teachers
- Admin: (1) SNA (For sending e-mails); and (2) SPA (for original).

Format



Dated: .....

TO  
The Principal  
Dr Bhim Rao Ambedkar College  
University of Delhi

Subject: Requesting to change SEC and/or VAC of semester.....

Respected Sir,

I, Mr./Ms. .... student of Dr. Bhim Rao Ambedkar College under the course.....  
Semester....., College Roll No..... wish to change SEC subjects from..... to SEC subjects..... and/or VAC  
subjects from..... to VAC subjects..... due to .....

Therefore, I request to change my subjects, and I shall not make any request for any further change after this.

Thanking You

(Signature of Student)  
Phone No.