

**To**  
**The Admission Director**  
**Institute of Engineering & Management, Kolkata**

Date: ...../...../.....

**Sub: Stream change application through WBJEE Mop - Up counselling**

Respected Sir/ Madam,

This is to inform you that I, \_\_\_\_\_,

Son/ Daughter of \_\_\_\_\_, have taken admission in

your institute in \_\_\_\_\_ stream through WBJEE Counselling, round

No: 1/ 2. My enrolment number is \_\_\_\_\_. Now I have

got allotment in IEM in \_\_\_\_\_ stream through WBJEE

Mop – Up round.

So please change my stream from \_\_\_\_\_ (Stream

Name) to \_\_\_\_\_ (Stream Name).

Thanking You  
Yours faithfully

\_\_\_\_\_  
(Signature of Guardian)

\_\_\_\_\_  
(Signature of Student)

**\*\* Kindly attach the Final allotment letter of Mop – Up round (Received from WBJEE Board.), Previous PI Reporting Letter and Receipt with this application letter.**