



SRI VENKATESWARA COLLEGE
(UNIVERSITY OF DELHI)

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Ref No : SVC/Admn/2021/P/1706

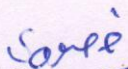
Ugent/Out Today/By Hand/e-mail
28th September, 2021


OFFICE ORDER

All the Staff Members are requested to extend their fullest support and coordination during the admission process and not deviate from duty in the interest of the institution. No leave shall be granted during the admission time except in extra-ordinary cases. Unauthorized absence shall be dealt with seriously.

It may kindly be noted that the staff members who have been granted leave will report back to the Administrative Officer for assignment of admission duty, after expiry of their leave.

Active cooperation of one and all is most solicited for smooth conduct of admission in the college. All are requested to adhere to the above procedure for smooth functioning of the institution.


Prof Sanjay Kumar
Convener, Admission Committee


Prof C. Sheela Reddy
Principal
Principal
Sri Venkateswara College
(University of Delhi)
Dhaura Kuan
New Delhi-110 021

Copy to :- Teacher-in-Charge/Admission-in-Charge/Coordinators of the respective departments, Administrative Officer, Section Officers (Administration & Accounts), Dealing Assistants (Administration & Accounts), All concerned, College Notice Board/College Website/File.