



Sri Venkateswara College
(University of Delhi)

Ref No : SVC/Admn/2017/P/735

05th April, 2017

NOTIFICATION
(Internal Assessment Awards)

This is for the information, and necessary action by all the concerned that if a student could not appear for the Class Test held on the scheduled date due to some valid reason (s) such as Medical/Marriage in the family/Natural Calamities/Family Tragedy/Clash with major Entrance Examination/Any other reason which deems fit, he/she may be given a chance to undertake the Class Test again within a week, on his/her written request to the concerned Teacher or Teachers-in-Charge of the department, as per university rules. Similar chance may be given to the student (s) to submit the Assignment (s) who missed to submit it in time. Accordingly, the Class Test (s) as part of Internal Assessment shall be conducted for the students admitted to various undergraduate courses on 10th and 11th April, 2017.

In view of the above, all the teachers-in-charge of the respective departments are requested to prepare the schedule for the same in consultation with the concerned teachers and conduct the test(s) within the stipulated period.

Dr P.Hemalatha Reddy
Principal
PRINCIPAL
Sri Venkateswara College
(University of Delhi)
Dhaura Kuan, New Delhi-110021

Copy forwarded to the following for information and necessary action:-

1. Teachers-in-Charge/All Faculty Members of the respective departments.
2. Mr Virendra Kumar, Administrative Officer.
3. Mr Pawan Kumar Pandey, Section Officer (Administration).
4. Mr Madan Lal Gautam, In-Charge, Accounts Section.
5. Mr Rajiv Goel, Mr Sudesh Kumar, Mr URR Narendra, Mr Durgesh Mujdgal, Mr Narendra Bhardwaj and Mr Pankaj Bhati and Dealing Assistants/Hands (Administration).
6. Mr Kumar Ashish, Junior Assistant for IT supports links.
7. All Concerned/Staff Notice Board /College Website/File.

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