



Sri Venkateswara College
(University of Delhi)

Ref No : SVC/Admn/2017/P/792

14th June, 2017

Schedule for return of Original Certificates

This is for the information to all the concerned that the Original Certificates/Documents will be returned to the candidates from **22nd August, 2017 To 31st October, 2017**, on all working days, between 9:30 AM and 12:30 PM, after submission of the Admission Fee Receipt. **Please Collect the original certificates within the stipulated period.**

The candidate shall ensure before leaving the Counter that the Certificates/Documents received by him/her is/are complete in all the respects. **The college shall not be held responsible for any loss of the Certificates/Documents and no claim will be considered under any circumstances there after.**

For clarification, if any, the office of the Section Officer (Administration) may be contacted on all working days between 9:30 AM and 12:30 PM.

Dr S.Venkata Kumar
Convener, Admission Committee

Dr P.Hemalatha Reddy
Principal

PRINCIPAL

Sri Venkateswara College
(University of Delhi)
Dhaura Kuan, New Delhi-110021

Copy forwarded for information and necessary action to:-

1. Teacher-in-Charge/Admission-in-Charge 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 J.P.Mishra, Mr Rajiv Goel, Mr Sudesh Kumar, Mr URR Narendra, Mr Durgesh Mudgal, Mr Pankaj Bhati and Mr Arun Sharma, Dealing Assistants/Dealing Hands (Administration).
6. All Concerned/College Notice Board/College Website/File.

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