



SRI VENKATESWARA COLLEGE
(UNIVERSITY OF DELHI)

Ref No : SVC/Admn/2018/P/1069

06th December, 2018

DELHI UNIVERSITY EXAMINATIONS : March/April, 2019
Foreign Language Courses (Part-Time) Examinations

LAST DATE :: 11th January, 2019

All students of One Year Certificate Course in Foreign Language (Part-Time) courses i.e. German, French and Spanish are directed to download the Examination Form uploaded on the College Website for Delhi University Examinations to be held in March/April, 2019, as per university schedule. The examination form duly filled in and completed in all the respect along examination fee of Rs.910/-, is required to be submitted to the office of the Section Officer (Administration) for verification along with necessary documents/Statement of Marks. The requisite amount of examination fee may be paid online as per schedule.

INSTRUCTIONS TO THE CANDIDATES :- It is pertinent to mention here that only those students shall be permitted to submit the examination form and fee who have already paid the admission fee as per schedule, already notified. The following steps may be followed for successful completion of the same:-

- i. Please go to College Website i.e. www.svc.ac.in & click on "**Exams & IA**" and follow the guidelines.
- ii. The online examination fee payment may be made from 00:00 hrs of **12th December, 2018** and closes by **23:59 hrs of 11th January, 2019.**
- iii. For assistance, if any, an e-mail may be sent to examination@svc.ac.in

Mode of Payment of Examination Fee:- The examination fee can be paid by Credit Card/Debit Card/Net Banking/Demand Draft within the stipulated time . Please do not wait until the last day for the submission. **Please complete the process for submission of examination form and fee to be paid, if any, within the stipulated period, well in time.**

IMPORTANT NOTES:-

1. Please submit the online generated examination fee payment receipt along with the university examination form duly filled in and completed in all the aspects to Mr Sudesh Kumar, Dealing Assistant or Mr. Pankaj Bhati at Counter No. 5 (Administration on all working days excluding Saturdays/Sundays and any other gazette holidays between **9:30 AM and 12:30 PM.**
2. **No further extension of last date shall be permitted under any circumstances.**
3. Any addendum/corrigendum shall be posted on the college website only.


Dr P. Hemalatha Reddy
Principal
Sri Venkateswara College
(University of Delhi)
Dhaulta Kuan
New Delhi - 110 021

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