

Ref No. - SVC/PREX/APRIL, 2016

To Dr Renu Baweja

Dated: 03/05/2017

Dear Sir/Madam

C8

I am to inform you that the Sri Venkateswara College authorities have appointed the following persons as joint examiners to conduct the practical examination in paper Biochem IV entitled Human Physio of B.Sc. (Hons.) / B.Sc. Prog. (Life Science) Semester II/IV/VI Practical Examinations, April / May, 2016 at Sri Venkateswara College.

Code	Internal Examiner	Code	External Examiner
4170101	Dr. Anju Karicker	4170102	Dr. Renu Baweja

Marks: 50

Time: 9:50 am

Duration 3 Hrs.

Date: 4/5/17

This is to inform you that according to the decision taken by the university for conducting the practical examinations on Sundays or holidays or during vacation, the teachers are entitled to claim conveyance charges from the place of residence to the place of examination and back irrespective of whether the examination is held at the place of duty or at a place other than the place of duty.

The question will be set by the examiners concerned on the spot.

The department concerned will notify, through the Principal of the college concerned, such guidelines to the examiners as may be necessary to ensure that the uniformity of the standard is being mentioned in setting the questions of the practical examination.

I, therefore, request you to kindly confirm your acceptance to the undersigned on the enclosed form, IMMEDIATELY after the receipt of the appointment letter. Change of address, if any, along with telephone no. may kindly be intimated to the undersigned.

You are requested not to accept the examinership in case any of your nearrelations (wife, husband, son, daughter, brother, sister, nephew, niece, sister-in-law, brother-in-law, daughter-in-law and son-in-law) is a candidate for this examination.

You are particularly requested to treat the matter dealt within this letter as STRICTLY CONFIDENTIAL. The University takes great care not to discuss the name of the examiners.

I am sure you will kindly extend your help and cooperation.

You may contact the Superintendent for practical examinations for any information, if necessary at _____

Yours Faithfully

PRINCIPAL