

Sir/Madam,

1. You are appointed as a Convener/Examiner for setting of question papers as per following details:-

Convener	Examiner	Examiner
Manjari Srivastava	Seema Bansal	Deepti
Miranda House	Swami Shraddhanand	Shivaji College
9899228986	9310003628	8377969483

2. The Board of Examiners will set question paper for the Semester Mode CBCS (Other than B.Sc. (H) Mathematics) for the subject with the following details:

B.Sc. (Math. Scie.)-I	B.Sc. (Phy. Sci.)-I	B.Sc. (Life Sci.)-I	SEMESTER I
Unique Paper Code		Paper Name	
42351101		Calculus and Matrices	

- Examinations to be held in the month of : Nov./Dec. 2017
  - Medium of setting the Question paper : English
  - Submit Question paper in the department by October 10, 2017
3. With reference to the above cited subject matter, I would like to take this opportunity to convey the decision of the University for setting of question papers by a Board of Examiners for the forthcoming Under-graduate Examinations in accordance with the Executive Council Resolution No. 05 dated 01-05-2013 which reads as under:-

*"Examination and evaluation / revaluation work be mandatory for all Colleges and University teachers and, as far as possible, question papers be set by a Board of Examiners. Appointment of Head Examiner/Additional Examiners be rotated on the basis of seniority from amongst the teachers who are teaching the concerned course."*

4. It would be the responsibility of the Convener to ensure that the paper is set as per the syllabus and the scheme of examination. The syllabus and the schemes of examination is available on the University of Delhi website OR may be obtained from the Department Concerned.
5. The four schemes of Undergraduate examinations viz. **CBCS mode, three year semester mode, erstwhile FYUP Semester mode and Annual mode are running simultaneously**, therefore the board of examiners are required to ensure to set question papers for the mode/scheme for which paper setting is to be done as per Subject Code / Unique Paper Code alongwith relevant course content / syllabus, scheme of examinations, number of question papers required etc.