

Ref No. - SVC/PREX/Nov, 2018

to
Dr. RENU BAWEJA
Shivaji College
Raja Garden
New Delhi - 27

Dated: 3/11/18

Dear Sir/Madam

This is to inform you that the Sri Venkateswara College authorities have appointed the following teachers as joint examiners to conduct the practical examination in paper BCH DSE 6 entitled Advanced Cell Biology of B.Sc. (Hons.) / B.Sc. Prog. (Life Science) Semester I, III, V, Practical Examinations, in November, 2018 at Sri Venkateswara College.

| Code | Internal Examiner | Code | External Examiner |
|---------|-----------------------|---------|--------------------|
| 5180105 | Dr. Nitika kaushal | 5180106 | Dr. Renu Baweja |
| | | | |

Marks: 50

Time: 9:30 am

Duration 03 Hrs.

Date of Exam 15/Nov/2018

This is further informed 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 9810302719

Yours Faithfully

PRINCIPAL

Sri Venkateswara College

Dhaura Kuan, New Delhi - 110 021