

CONFIDENTIAL

BY HAND

No. _____

Date: 25 September 2019

To

Dr. Anita Sondhi
The Convener/ Examiner,
BCAS
Delhi / New Delhi

Subject: Request for setting of question papers by the Board of Examiners (paper setters) for forthcoming Undergraduate Three Year CBCS Semester - I / III / V Examinations, Nov / Dec - 2019 for the Academic Year 2019-20 – regarding.

Sir/Madam,

1. This is to state that question papers for the above mentioned forthcoming Under Graduate Courses are required to be set in line with the Executive Council Resolution No. 05 dated 01/05/2003. The said E.C. Resolution is reproduced below:-

“Examination and evaluation / revaluation work be mandatory for all College 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”.

2. The Board of Examiners consisted of the following teachers is constituted where you will be acting as the Convener / Examiner.

1. Examiner : Dr. Anita Sondhi, BCAS (Convener)
2. Examiner : Dr. Prabha Arya, DBC
3. Examiner : Dr. Renu Baweja, SHC
4. Examiner : _____
(If any)