



STATIONERY REQUIREMENTS FOR THE CONDUCT OF PRACTICAL EXAMINATIONS

Date:

NAME OF THE FACULTY :
FACULTY ID :
Division :
Course Name :
Course Code :
Date & Session :
Regular / Arrear :
Number of candidates registered :
Number of Graph sheets required :
Semi log sheets required :
Log - log sheets required :
Number of Covers required :

Signature of Faculty
(Examiner)

Submission Procedure

- The answer booklets shall be submitted after the examination in the sealed cover **within two days from the date of examination.**
- The examination details shall be written on the cover neatly.
- The Unused answer booklets shall be returned to the **C.o.E office without fail.**
- The **mark sheets** for the arrear lab examinations shall be collected from the C.o.E's office.
- C.o.E Statement along with **absentees details/manual marks** shall be submitted separately while submitting answer script bundle to the CoE's office.