

Amit Thakur
Assistant Registrar
& Incharge Result (1)

Examination Division
GGs Indraprastha University

Ref: - IPU/Exam/IR1/2012/

Date: 5th Dec. 2012

To

The Director/Principal
Tecnia Institute of Advanced Studies
Madhuban Chowk,
Rohini, Delhi - 110085

Dear Sir / Madam,

You are requested to submit the OMR award sheets of BJMC I , III and V semester for the examination scheduled to be held in December 2012 - January 2013, latest by 11.12.2012 along with the following documents in the office of the undersigned i.e Room No. 129, GGSIPU, Sector - 16 C, Dwarka, New Delhi - 110078.

1. Detained list of 1st, 3rd and 5th semester duly signed by the Director/Principal of the Institute.
2. Photocopy of the Letter of External examiners issued by the Conduct Branch (Exam) of the University.
3. Original Practical Attendance Sheet duly signed (each page) by the Director/Principal of the Institute.
4. Correction sheet duly signed (each page) by Director/Principal of the Institute (Format enclosed).
5. List of the absent students in the Internal / External OMR award (Only for regular students) (Format enclosed)
6. List of Migrated / Left out / Cancellation students for which the orders have been issued by the Academic Branch of the University.

Thanking you,

Yours faithfully,



Amit Thakur
Incharge Result (1)

Sector - 16C, Dwarka, New Delhi - 110078

Phone: Direct: 011-25302266-67

**LIST OF ABSENT STUDENTS IN THE INTERNAL / EXTERNAL OMR AWARD SHEET
(ONLY FOR REGULAR STUDENTS)
December 2012 – January 2013**

Institute / School Name: _____

Course: _____

S. No.	Enrollment No.	Student Name	Paper Codes
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Signature of Dean / Director / Principal