Ref. No.: GGSIPU/Exam/Conduct/11/2019

Dated: 22.08.2019

NOTICE

Sub: Schedule for collection & submission of Registration Chart(s) for all the Programmes for Final Year Supplementary Examinations (September, 2019).

All the Schools/Affiliated Institutes & Colleges are hereby informed that the Registration Charts (RCs) for the Final Year Supplementary Examinations (September, 2019) for students have been processed. All Schools/Affiliated Institutes & Colleges are hereby directed to collect the RCs from Conduct Branch, Examination Division, GGSIPU, Sector-16C, Dwarka, New Delhi-110075 from 23.08.2019 onwards. Duly checked & signed Registration Chart by the Students in respect of your School/Institute/College must be verified by the Dean/ Director/Principal and submit along with reappear fees to the Conduct Branch on or before 02.09.2019 by 04:00 PM positively.

All Dean/Director/Principal please ensure that no ineligible students be allowed for sign the Registration Charts under any circumstances.

All the School/Affiliated Institutes/Colleges are also requested to submit a single Bank Draft/Demand Draft. In case of more than one DD, the same should be provided in the format given below in Soft and Hard Copy:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name</th>
<th>Enrolment No.</th>
<th>Semester</th>
<th>Batch</th>
<th>Code</th>
<th>Name of Bank</th>
<th>DD No. &amp; Date</th>
<th>Amount</th>
</tr>
</thead>
</table>

This issues with the approval of Controller of Examination (O).

(Neeraj Pant)
Section Officer (Conduct)

Copy to:

1. Finance Officer (Exam), GGSIPU-
2. Bank Manager- Indian Bank- with a request to allow the USS/Colleges/Institutes to deposit reappear (supplementary) fees.
3. PS to COE for kind information of Controller of Examinations (Operations) please.