ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯਨੀਵਰਸਿਟੀ ਬਾਦਲ ਰੋਡ, ਬਠਿੰਡਾ-151001, ਪੰਜਾਬ (ਭਾਰਤ)

MAHARAJA RANJIT SINGH **PUNJAB TECHNICAL UNIVERSITY**

BADAL ROAD, BATHINDA-151001, PUNJAB (INDIA)

Prof. Karanvir Singh

ਪੋ. ਕਰਨਵੀਰ ਸਿੰਘ ਕੰਟਰੋਲਰ (*ਪ੍ਰੀਖਿਆਵਾਂ*)

(Established by Govt. of Punjab vide Punjab Act No. 5 of 2015 under section 2(f) of UGC Act)

Controller (Examinations)

Date: 3.11. 2020

Principal/Director/

All constituent/Affiliated Colleges

Subject: June 2020 Examinations to be conducted in November.

The cutlist for student's who shall be considered as special case has been sent to the controller/Superintendent mail id of the exam centre on they have filled special examination form. The following procedure should be followed for such cases:

- 1. The packing shall be done as per Paper ID and the envelope shall be made as special case.
- 2. Attendance shall be taken manually.
- 3. All the secrecy memo shall be prepared manually.
- 4. All the envelopes containing the special case envelope shall be packed in a single envelope. The envelope shall be packed in the bora along with other packets.
- 5. It is brought to your notice that in the strength both regular and reappear strength in shown. You are required to make the sitting plan only for reappear students.
- 6. The question paper shall be sent online. In case the paper does not reach in the printing cell ID, mail should be sent at coemrs@gmail.com giving the paper id, subject code and subject name. The paper shall be sent by return mail.

Controller of Examinations MRSPTU Bathinda

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