



# सत्यवती कॉलेज (सांध्य)

## Satyawati College (Eve.)

अशोक विहार, फेज-III, दिल्ली-110052  
ASHOK VIHAR, PHASE-III, DELHI-110052

Website : [www.satyawatievee.du.ac.in](http://www.satyawatievee.du.ac.in)  
Phone / फोन : +011-27213402

29 April, 2021

### NOTICE

#### Sub: Submission of Internal Assessment.

All the teachers are requested to submit the compiled details of Internal Assessment marks of their IV & VI semester students in the prescribed performa, duly signed by Moderation Committee of the respective department. The record should reach administrative office (Room No. 16) positively by 07 May, 2021 through the Teacher-in-charge of their department. The blank performa can be downloaded from the college website [www.satyawatieveedu.ac.in](http://www.satyawatieveedu.ac.in) or can be obtained from the college office (In case College is open). All the members of the Moderation Committee (Teacher-in-charge, Preceding Teacher-in-charge & Senior Most Teacher) are also requested to be available in the college for moderation, if required, and their signature on the record of Internal Assessment after due verification. This is essential for timely submission of Internal Assessment record of the university.

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(Dr. Vijay Shankar Mishra)

Principal (Officiating)

Teachers' Notice Board

For circulation among the teacher