

## Schedule for Mark-sheet Distribution for the TY (Undergraduate) Students of the Academic Year 2019-2020 and Earlier Batches

The Consolidated Mark-sheets, Passing Certificates, Sixth Semester/Additional Exam mark sheets will be distributed as per the schedule given below:

Date & Day	Class	Time
Wednesday 18/11/2020	TYBVOC – Tourism TYBVOC- SD	9.30 am to 10.30 am 10.30 am to 11.30 am
	TYBSc-IT	1.30 pm to 3.30 pm
Thursday 19/11/2020	TYBMS	9.30 am to 11.00 am
	TYBMM	11.00 am to 12.30 pm
	TYBSc UID 142451 – 172220 UID 172221 – 172425	1.30 pm to 3.00 pm 3.00 pm to 4.00 pm
Friday 20/11/2020	TYBA UID 120156 – 171100 UID 171101 – 171250 UID 171251 – 171350 UID 171351 - 187002	9.30 am to 11.00 am 11.00 am to 12.30 pm 1.30 pm to 2.30 pm 2.30 pm to 3.30 pm

Honours certificate for students who have successfully completed the Honours programme will also be distributed as per the schedule above. Rs. 500/- has to be paid in the Treasurer's office only for Honours Certificate.

### NOTE:

- 1) Students who cannot come to college to collect the hard copy of the 6<sup>th</sup> Semester marksheet, Consolidated marksheet and passing certificates are required to request their Batchmates/Parents or relatives to collect the same on their behalf through a Letter of Authority.

- 2) If you request your batchmates for collecting the mark sheets then clearly mention your UID number and Name on the letter of authority as well as mention the UID number and Name of the batchmates who would be collecting the mark sheets on your behalf. A hard copy of Letter of Authority will be preferred over a soft copy.
- 3) If the mark-sheets are collected by Parents/Relatives then a hard-copy of the Letter of Authority is compulsory and it should clearly mention the full name and the address of the person collecting the mark sheets as well as the relationship with the person.
- 4) No requests for a scanned copy of the mark sheets or couriering/ posting the mark sheets will be entertained.
- 5) Wearing of masks and maintenance of social distancing protocols is a must during the distribution process.

PRINCIPAL  
14 November, 2020