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**SVSU****SHRI VISHWAKARMA SKILL UNIVERSITY**

(Enacted Under Government of Haryana, Act No. 25 of 2016)

**NOTICE****SVSU/2020/ Conduct/471****Date: 30.01.2020**

**Subject: Regarding the Submission of External Practical Marks, Internal External Practical Bill.**

It informed to all concerned that the Examination Department is not receiving External Marks and Internal and External Practical bills on time . It is requested to submit the External Awards/ Marks lists and Remunerations bills along with duly approved list of internal examiners separately in two envelopes addressed to the Secrecy Branch and Conduct branch respectively within seven days of the last practical examination positively. Bills without approved lists will not be entertained for further processes.

Assistant Registrar (Exam)

A copy is also forwarded to the following for information and further necessary action:

1. PA to VC
2. PA to Registrar
3. Deputy Registrar (Exam)
4. All Dean/ Course Coordinator
5. Website Administrator (to upload on University Website)

Assistant Registrar ( Exam)