



**SHREEMATI NATHIBAI DAMODAR THACKERSEY
WOMEN'S UNIVERSITY**
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Date: 18th March, 2019.

CIRCULAR

To,

1. The Heads of the University Departments/Institutions at Churchgate, Juhu and Pune Campus.
2. The Principals/ Superintendents of Examinations at the Colleges conducted by and affiliated to the University.
3. The Director, Centre for Distance Education, Mumbai.

Sub.-: Downloading of question-papers of the examinations being conducted at the concerned Examination centres.

Madam/Sir,

All the concerned are hereby informed that, it has been observed and reported that, the Superintendents of Examinations at the University Departments and Colleges download the question-papers of the University Examinations, as delivered to them through e-mode transfer, irrespective of the fact, whether there are any examinees for such examination in that paper/course. As a result, the University incurs huge expenditure on account of e-mode delivery of question-papers.

The Vice-Chancellor has therefore instructed that, the concerned Superintendents of Examinations/Heads of University Departments/Principals of Colleges should download only those question-papers of University Examinations in which examinees will appear at the concerned Examinations Centre.

This circular is issued as per the instructions of the Vice-Chancellor.

(Dr. Subhash Waghmare)
Director

Board of Examinations and Evaluation

c.c.: For kind information-

1. The Vice-Chancellor
2. The Pro Vice-Chancellor,
3. The Registrar,
4. The Officer on Special Duty,
5. The Finance Accounts Officer (Additional Charge).

c.c. For information and necessary action-

1. The Deputy Registrar, Examinations Section,
2. The Assistant Registrar, Examinations Section,
3. The I/C of Confidential Unit, Examinations Section,
4. The I/C Faculty of Humanities,
5. The I/C Faculty of Commerce and Management,
6. The I/C Faculty of Science and Technology,
7. The I/C Faculty of Faculty of Interdisciplinary.