

Ref.: Exam /Dip.AS /2024-25/364

Date: - 17/03/2025

TIME TABLE

Name of the Faculty : Faculty of Science and Technology
Name of Program/Exam : Diploma In Administration Services
Semester /Yearly : IV (Fresh / Repeater)
Pattern : 2019
Exam Month / Year : April - 2025 (Summer)

THEORY

DAY/DATE	CODE	SUBJECT	MARKS	TIME
Monday 21/04/2025	4001	Business Communication - II	50	11.00 a.m. to 01.00 p.m.
Wednesday 23/04/2025	4002	Principles of Marketing	50	11.00 a.m. to 01.00 p.m.
Friday 25/04/2025	4003	Secretarial Practice-I	50	11.00 a.m. to 01.00 p.m.

PRACTICAL

Tuesday 15/04/2025 To Friday 25/04/2025	4004	Data Base Application & Presentation Software	50	10.00 a.m. Onwards
	4005	Advanced Shorthand (E)	50	10.00 a.m. Onwards
	4006	Speed Writing & Customer Service Skills (E)	50	10.00 a.m. Onwards
	4007	Mutual Fund Operations (Workshop)	25	10.00 a.m. Onwards

Prepared by :


18/3/25

Verified by :


18/03/25

Assistant Registrar :


18/3/25

:

(Dr. Sanjay Nerkar)

Director

Board of Examinations and Evaluation

Note : Time Table upload on website on dated :-