



SHREEMATI NATHIBAI DAMODAR THACKERSEY  
**WOMEN'S UNIVERSITY**  
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Asst. Registrar : 2661 5138  
Asst. Registrar 2 : 2660 3259  
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B.A., B. Com., M. Com., Law : 2661 1595  
Accounts : 2660 8374  
Degree, Migm., Cert. : 2661 2877  
M.Phil., Ph.D : 2660 3259  
Confidential : 2661 2265  
Tech., Pharm., BCA, BMS : 2661 5985

Ref.: Exam /Dip.AS /2023-24/18

Date: - 17/10/2023

TIME TABLE

Name of the Faculty : Faculty of Science and Technology  
Name of Program/Exam : Diploma In Administration Services  
Semester /Yearly : IV (Repeater)  
Pattern : 2019  
Exam Month / Year : November - 2023

THEORY

DAY/DATE	CODE	SUBJECT	MARKS	TIME
Thursday 23/11/2023	4001	Business Communication – II	50	02.00 p.m. to 04.00 p.m.
Saturday 25/11/2023	4002	Principles of Marketing	50	02.00 p.m. to 04.00 p.m.
Wednesday 29/11/2023	4003	Secretarial Practice-I	50	02.00 p.m. to 04.00 p.m.

PRACTICAL

Monday 20/11/2023 To Wednesday 22/11/2023	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 : 17/10/23  
Verified by : [Signature]  
Assistant Registrar : [Signature]  
:

[Signature]  
(Dr. Pradnya Wakpajjan)  
Director ( Addl Ch.)

Board of Examinations and Evaluation

Note : Time Table upload on website on dated :-