



SATYAWATI COLLEGE (EVE.)
(University of Delhi)
Ashok Vihar, Phase-III, Delhi-110052


October 24, 2017

NOTICE

Sub: Submission of Internal Assessment & Attendance Record of Students.

All the teachers are requested to submit the compiled details of Internal Assessment marks of their students in the prescribed proformas duly signed by Moderation Committee of the respective department. The record should reach administrative office (Room No. 16) positively by **November 21, 2017** through the teacher-in-charge of their Department. The blank proformas can be downloaded from the College Website: www.satyawatievedu.ac.in or can be obtained from the College office. All the members of Moderation Committee (Teacher-in-charge, Preceding Teacher-in-charge and Senior Most Teacher) are also requested to be available in the college for moderation, if required, and their signature on the record of Internal Assessment after due verification. This is essential for timely submission of Internal Assessment record of the University.

The teachers are further requested to submit their Students' attendance record to Mr. Aditya Jain, Senior Technical Assistant (Computer) in Computer Lab-I, First Floor, New Academic Block positively by November 21, 2017.


(Dr. Keshav Gupta)
Principal (Acting)

Teachers' Notice Board
College Website

SATYAWATI COLLEGE (EVENING)

INTERNAL ASSESSMENT SEMESTER: _____

Name of the Teacher : _____

Department: _____

Paper No. _____

Max. Marks 100

Month: _____ Year 2017

Course _____

Year _____

Section _____

Title _____

Sr. No.	College Roll No.	STUDENTS' NAME	ATTENDANCE				ASSIGNMENTS			CLASS TEST		Total Out of (5+9+11)	TOTAL IN ROUND Out of	UNIVERSITY EXAM. ROLL NO.	Signature of Student		
			Lecture Out of	Tutorial out of	Total (1+2)	% age	Marks Out of	I Out of	II Out of	Total out of	Marks out of					Out of	Marks Out of
			1	2	3	4	5	6	7	8	9	10	11	12	12	14	

Signature of Teacher

Signature of Teacher Incharge

Signature of other Members of Moderation Committee 1
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