

ON INDIA GOVERNMENT SERVICE

REGISTERED PARCEL

CONFIDENTIAL

10303, 10502/20

TO Dr. Varun Jain,
Maths Dept
M. M. Modi College,
Patiala

PUNJABI UNIVERSITY, PATIALA
(Established under Punjab Act No. 35 of 1961)
(CONFIDENTIAL BRANCH)

No.

Dated

From Controller of Examinations,
Punjabi University,
Patiala - 147 002.

To The Paper-Setter

Dear Sir/Madam,

IMPORTANT
Identity No. 10592/20
Kindly do not give your name and address in your correspondence with the University but instead always quote Identity No. and address may be given only in the willingness Form.
In case of any inquiry please contact :
0175-3046396, 3046376

We have the honour to extend to you this invitation to act as paper-setter in Discipline Mathematics Theory Paper P-II
for the BA 5th Sem (Reg.) examination, to be held in Dec/2016

Kindly note that 02 alternate sets of question paper are to be set in the following scripts:-
(i) English and Punjabi. (Extra remuneration for Punjabi version) If you are not proficient in Punjabi, the question paper to be set in English only.
(ii) English only.
(iii) Language concerned.

IMPORTANT INSTRUCTIONS

1. The question-papers should contain the note regarding the number of questions (alongwith marks) required to be set from each section/group by the candidates.
 2. The questions may be set strictly in accordance with the instructions and contents of the syllabus set in the syllabus.
 3. Nomenclature of the Paper must commensurate with the one as mentioned in the syllabus.
 4. Spell scientific and technical terms in BLOCK LETTERS to help the Printer and make sure of the syllabus examination concerned. Similarly, Mathematical symbols may be written distinctively so that these are quite legible to the Printer.
 5. Give the Printer and the candidates a fair chance by writing everything legibly and neatly. The Printer is lay ignorant of the branch of knowledge which you profess.
- The question paper(s) may kindly be set on the enclosed forms marked 'Press Copy' and 'Office Copy'. The question paper is to be put in the inner envelope subscribed 'Press Copy' and the 'Office Copy' in the outer envelope, which may kindly be sent duly gummmed and sealed/taped are to be put in the envelope subscribed 'Office Copy'. These inner envelopes duly gummmed and sealed alongwith the certificate of the Controller of Examinations, Punjabi University, Patiala - 147 002 by 20/11/16 the latest. An intimation in the enclosed form that the question papers have been sent to the University Office Superintendent (Confidential), Punjabi University, Patiala. These envelopes are to be used for any other purpose such as submission of award-list etc. All correspondence regarding the question papers may kindly be addressed to the Office Superintendent (Confidential), Punjabi University, Patiala. Proper and prompt disposal and to ensure proper secrecy.
- If you are unable to send the question-paper(s) by the date specified above, request be sent in time asking for extension, intimation for such extension is not received in the office we may have to make some alternative arrangements. General Instructions to Paper-setter are given on back page.

Question Paper may be
Sent duly Typed.

PLEASE MENTION YOUR
BANK ACCOUNT No. WITH
IFS CODE OF THE BANK
ON YOUR WILLINGNESS.

- Enclosures:
- Syllabus etc.
 - Certificate 'A' and 'B'.
 - Inner envelopes for Office Copy and Press Copy for question paper(s).
 - Outer envelope marked 'B'.
 - Blank sheets for Office Copy.
 - Blank sheets for Press Copy.

Office Superintendent
for Controller of Examinations