



DIBRUGARH

UNIVERSITY

DIBRUGARH

No. DU/JCE/B/Blank Scripts/20/ 889

Date: 12.02.2020

From:

Dr. A. Baruah
Joint Controller of Examinations (B) i/c
Dibrugarh University

To,

The Principal / Director,
All affiliated / Permitted Colleges / Institutes under Dibrugarh University.

Sub.: Request to furnish information regarding Stock position of Blank Answer-Scripts & Additional Sheets.

Sir/ Madam,

In order to ensure smooth conduct of University examinations and as directed, I would like to request you to furnish the detailed information regarding **balance stock position** of the **blank answer-scripts** and **additional sheets** as well as fresh requirement of the same for the forthcoming examinations.

You are also requested to furnish the above information so as to reach the undersigned within **25th February, 2020**, in the proforma enclosed as Annexure. Kindly note that the Annexure may also be downloaded from the University website.

Looking forward for your kind cooperation.

Thanking You,

Yours truly,

Aswani
12/2/2020
(Dr. A. Baruah)

Joint Controller of Examinations (B) i/c
Dibrugarh University

Memo No. DU/JCE/B/Blank Scripts/20/

Copy to:

1. The Hon'ble Vice-Chancellor, Dibrugarh University for favour of kind information.
2. The Registrar, Dibrugarh University for favour of kind information.
3. The Controller of Examinations, Dibrugarh University for favour of kind information.
4. The Joint / Dy. Controller of Examinations – (C) & (A), D.U. for information.
5. The Programmer, D.U. with a request to upload the contents along with the Annexure on the Dibrugarh University website.
6. The S.O. / Dealing Asstt., Exam Branch (B), D.U. for information and necessary action.
7. Office file.

A. Baruah Date: 12.02.2020

Aswani
12/2/2020
(Dr. A. Baruah)

Joint Controller of Examinations (B) i/c
Dibrugarh University

A. Baruah

STOCK POSITION OF BLANK ANSWER-SCRIPTS/ ADDITIONAL SHEETS

To

The Joint Controller of Examinations (B) i/c
Dibrugarh University
Dibrugarh - 786 004

Name of the College/ Institution :

Examinations held :
[e.g. BA/BSc/BCom/PG (Regular/under DODL)/LLB/ others (if any)]

A. Balance Stock Position (Stock in hand) :

Sl. No.	Type of scripts	Starting Serial No.	Ending Serial No.	Total
1.	Blank Answer-scripts			
2.	Additional Sheets			

B. Approximate number of candidates (likely to appear in the forthcoming exams):

Sl. No.	Examination(s)		Total No. of Candidates
1.	BA/BSc/BCom		
		2 nd Semester	
		4 th Semester	
2.	BA/BCom (under DODL)	6 th Semester	
		Part - I	
		Part - II	
3.	Post-Graduate	CBCS/Non-CBCS	Semester(s)
		under DODL	Previous/Final
4.	Others (if any, mention the name)		

C. Requirement for forthcoming examinations :

[Even Semester(s)]

Session :

Sl. No.	Type of scripts	Required Quantity
1.	Blank Answer-scripts	
2.	Additional Sheets	

Submitted.

Date with Official Seal

Signature of the Head of
the Institution