



Himachal Pradesh Technical University

[A State Govt. University Established Under State Legislative Act-16 of 2010]

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No. HPTU/Cond./ARC-08/2018-19/13548-13593

Dated: - 01-11-18

To

The Directors/Principals,
All the Colleges affiliate to HPTU.

Sub: Advance for conducting theory/practical end semester examinations November/ December 2018.

Sir/Madam,

It is to inform you that Himachal Pradesh Technical University Hamirpur shall conduct the end semester practical & theory examination w.e.f. 21-11-2018 & 07-12-2018 respectively for all the UG and PG courses. The examination of UG courses shall be conducted for both odd and even semesters of old syllabus, new syllabus, CBCS and PCI syllabus. For the upcoming end semester examinations, HPTU has adopted off line mode for the end semester examination HPTU will not go for on line transmission of question papers and the packets of question papers shall be provided to all the examination centres as per centre statement.

For the smooth conduct of end semester examinations, you are requested to send the requirement of advance on the letter head of the college/institution to the undersigned **through email coehimtu@gmail.com on or before 05-11-2018 (05:00 PM)**. Following points may be considered to assess the amount of advance:

1. To make on the spot payment (remuneration) as per HPTU norms to external staff deputed from outside i.e. Centre Superintendent, Deputy Superintending, external examiners and for contingency charges.
2. Remuneration to Sr. Supdt., invigilators and other staff engaged for the conduct of examination shall be paid by the University through RTGS after receiving bills from the college.


It may also be ensured before making request for advance that no pervious amount is outstanding against the College/ Institution concerned otherwise no advance shall be sanctioned.


Controller of Examinations

Endst. No. 13594-98

Copy to:

1. Finance Officer, for information
2. System Analyst to upload the same on HPTU website.
3. PS to Vice Chancellor, for information of later.
4. PA to Registrar, for information of later.
5. Guard file.


Asstt. Registrar (Conduct)