



HIRALAL MAZUMDAR MEMORIAL COLLEGE FOR WOMEN

DAKSHINESWAR • KOLKATA - 700 035

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Ref. No.



Date 02/01/2024

Date: 02.01.2024

Notice

Subject: Semester III & V Examination, (2023 – 2024) - Syllabus Completion Report

Dear Head of Departments,

As we are proceeding for the upcoming Semester III & V examinations, 2023 – 2024 (under the CBCS system), it is imperative to ensure that all departments are on track with completing their respective syllabus.

In light of this, I kindly request each Head of Department to submit a comprehensive report on the status of syllabus completion in your department. Please provide the following details:

Current Status of Syllabus:

Specify the topics covered and those pending in each subject.

Specify the dates of Internal Assessment taken by the Department and its mode with distribution of marks in prescribe format.

Format of Report Submission

Date	Mode of Internal Assessment	Marks Distribution	No. of Students

Please ensure that the reports are submitted to the undersigned by 06.01.2024. Your prompt attention to this matter is crucial to ensuring a smooth and successful examination process.

Your commitment to maintaining the high academic standards of Hiralal Mazumdar Memorial College For Women is highly appreciated.

Thank you for your cooperation.

Dr. Soma Ghosh

Principal

Principal

Hiralal Mazumdar Memorial College
For Women
Dakshineswar, Kolkata-700 035

Soma Ghosh
02/01/2024