

ON THE LETTER HEAD OF COLLEGE

To,
Dean (Evaluation)
Karnataka State Open University
Manasagangotri, Mysore – 570006
Karnataka.

Subject : Acceptance to conduct the Examination of the University for B.A/B.Com/M.A/M.Com as per University time table.

Dear Sir,

As per your request to conduct theory written examination of the University for B.A / B.Com / M.A / M.Com / BLiSc /MLiSc as per University time table. We are pleased to offer our College / School as examination centre of the University as per terms and conditions stipulated by the University. We assure you for the fair conduct of the practical examination without any favour or prejudice towards anyone.

We are giving you the brief details of our college :

Name of the College : _____

Address : _____

Name of the Principal : _____

Phone No. with STD Code: _____

Total covered area : _____

No. of Classroom : _____

Sitting Capacity at Exam Centre : _____

No. of rooms allotting for Examination : _____

No. of Invigilator to be kept for Examination : _____

Whether provision for safe drinking water is there or not : Yes / No.

Whether provision for separate urinal/toilets for Boys or Girls: Yes / No.

Whether infrastructure is sufficient for smooth conduct of practical Examination : Yes / No.

Assuring for the best support for conduct of free and fare examination of our College/School.

Thanking You,
Yours Truly,

Principal
(Signature of Principal with seal of College / School)