

**MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL**  
**(Formerly known as WEST BENGAL UNIVERSITY OF TECHNOLOGY)**

BF-142, Salt Lake City, Kolkata – 700 064

Tel. No. : (033) 2321-0731/2334-1014/1031

No. Registrar/Faculty\_Requisition/Even Sem/2016-17

08.07.2017

To  
The Principal/Director  
All Affiliated Colleges/Institutes of MAKAUT, WB.

Sub: Request to engage faculty members of the affiliated Colleges/Institutes in the centralized evaluation process of the Even Semester Examinations 2016-17

Dear Sir / Madam,

The centralized evaluation process for the Even Semester Examinations 2016-17 is currently in progress at the premises of RCC Institute of Information Technology. The completion of the centralized evaluation process in a smooth and time bound manner is essential for the students of our University. I would therefore request you to kindly urge your faculty members to participate in this evaluation camp in large numbers to enable the University to declare the results of the Even Semester Examinations at the earliest. As per the Academic Calendar of the University, the Inter Semester break extends from June 26 to July 25, 2017. The faculty members should therefore positively attend the centralized evaluation camp till the end of the semester break.

We solicit your kind cooperation in this regard.

Thanking you,  
Sincerely,

Sd/-

(Dr. Jaya Bandyopadhyay)  
Registrar (Actg.)