

Approved by AICTE, New Delhi | Affiliated to Anna University, Chennai Accredited by NAAC with 'A' Grade #27, Thayanur, Tiruchirappalli - 620009

End Semester Examinations (Theory) Duty Adjustment Form for Hall Superintendent

| Name of the Faculty Member | : |
|----------------------------|---|
| Designation / Department | : |
| College Name (if external) | : |
| Reason | • |

| Date & Sessi | on | Name of the Faculty Member (Substitute) | Signature of the Substitute* |
|--------------|----|-----------------------------------------|---------------------------------|
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^{*}A faculty shall not act as a hall superintendent if examination of the course currently handled by him/her is held on that date.

Date:

| Signature of the Faculty | Principal |
|--------------------------|-----------|
| | |
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Date: