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OFFICE OF THE UG CONFIDENTIAL SECTION

Telangana University

DICHPALLY, NIZAMABAD - 503 322 T.S.

(A State University Established under the Act No.28, A.P.,

Recognized by DGC under 2(f) and 12(B) of DGC Act, 1956)

(Accredited by NAAC with B+ Grade)

Ph : 08461-222214

Lr. No. 1 /ACOE/TU-2019

Date: 7/3/2019

(STRICTLY CONFIDENTIAL)

To
Dr. G. Marayanaowamy
Asst. Professor
GDC, Godavarkani

Dear Sir / Madam,

Sub: Request for UG CBCS B.COM(SEC) Question Paper Setting - Reg

I am directed to invite you that you are appointed as paper setter for the subject given below:

Name of the Course	Sem	Code	Title of the Paper	Version	No. of Sets
B.COM(SEC)	VI	6207SEC1	SECRETARIAL PRACTICE	E & T	one

I request you to prepare question paper in the subject mentioned in specified version and number of sets above. You have to type question paper in the attached password protected document only. Kindly send the typed Question Paper to "ugtucoe@gmail.com" within one week from the date of recipient of this letter. If you are not familiar with Telugu-typing please send handwritten paper along with dully signed copy of the bill (include postal receipt, if any) and undertaking letter by post to the address given below.

The Additional Controller of Examination, UG Confidential Section,
Telangana University, Nizamabad, Telangana State - 503 322.

Kindly follow the guidelines given below for setting the question paper:

- The questions are to be prepared from within and in the entire range of prescribed syllabus of the subject.
- You are requested to use template provided.
- Syllabus & paper pattern enclosed.

Yours Sincerely

CONTROLLER OF EXAMINATION

Additional Controller of Examination:
U.G. (Confidential)
TELANGANA UNIVERSITY
DICHPALLY, NIZAMABAD.

PRINCIPAL

SR & BGNR, Govt. Arts 3
School (U.G. B-*)
Autonomous-KHAMMAM