



**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR
ANANTAPUR-515002 (A.P)**

Dr.K.B.CHANDRASEKHAR
Controller of Examinations i/c

Lr. No. CE/JNTUA/ANANTAPUR/B.Tech/B.Pharm II,III & IV year I Semester Regular & Supplementary Examinations/December 2009/Dated 04.11.2009.

To
The Principals
All affiliated colleges offering B.Tech/B.Pharm Programs

Sir,

- Sub:**
1. JNTUA, Anantapur - Examination Branch - B.Tech / B.Pharm II, III & IV Year I Semester Regular & Supplementary Examinations - December 2009 - Dispatch of Internal Marks and Award Lists of Laboratory Examinations - Reg.
 2. Finalization of attendance - Reg.

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You are requested

1. To send the internal marks (both Soft and Hard copies) and award lists of the end laboratory examinations of B.Tech/B.Pharm II,III & IV Year - I Semester - Regular & Supplementary examinations to be held in December 2009, as per schedule given below:

S.No.	DATA	Last date for receiving data by the Examination Branch
1	Hard Copy of Internal Marks	04.12.2009
2	Soft Copy (CD) of Internal Marks	
3	Award Lists of Laboratory Examinations	

2. To finalize the attendance particulars of the students by taking presumptive attendance for the last week of the academic calendar for the semester.
3. To enter internal marks in the prescribed excel format strictly adopting the subject codes given in the Time-Tables/Registration Forms.
4. To enter names of the students in excel format for internal marks strictly as written in SSC marks memos.

Yours faithfully,


Controller of Examinations i/c