



# BIRLA INSTITUTE OF TECHNOLOGY MESRA, RANCHI

Ref.: Dean (AP)/2019-20/48

Date: 12/09/2019

## NOTICE

### ATTENTION: ALL UG 1<sup>st</sup> SEMESTER STUDENTS

With reference to the Academic Schedule Ref.: Dean (AP)/2019-20/27 dated 13.08.2019, all Heads of the Departments & Directors/Incharge-Off campuses are requested to conduct the 1<sup>st</sup> Quiz for 1<sup>st</sup> semester UG students from 16-09-2019 to 27-09-2019.

They are further requested to prepare the course wise schedule as per the above mentioned date.

The allocation of rooms to the following departments (Mesra campus) for conducting quizzes shall be done by the office of the undersigned as per your convenience within the stipulated date.

- ECE	- EEE
- Mechanical Engg.	- Production Engg.
- Chemical Engg.	- Civil & Environmental Engg
- Mathematics	- Chemistry
- Physics	- Bioengineering

The following HoDs/Incharge of the Mesra campus are requested to conduct the quiz in their respective departments.

- CSE	- Pharmaceutical Sciences & Technology
- Architecture	- HMCT

The HoDs are requested to advise the co-ordinator of their Departments to co-ordinate with other departments for fixing the quiz dates to avoid clash of the course.

Directors/Incharge of the Off-campus are requested to conduct the quiz in their respective off-campus.

The quiz may kindly be conducted after classes preferably from 5.15 p.m. to 6.15 p.m.

(Dr. Padmini Padmanabhan)  
Dean (Academic Programme)

Copy to:

1. Concerned Head of the Departments / Directors/Incharge-Off-campus.
2. All Deans/ Associate Deans
3. Controller of Examinations
4. Registrar
5. PS to the Vice-Chancellor.