



CONFIDENTIAL

NETAJI SUBHAS OPEN UNIVERSITY

OFFICE OF THE CONTROLLER OF EXAMINATIONS

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Ref.No.: T.E / ASS / COE. / PT & PA / VII

Date: 03 / 05 / 2018

Subject: Post Graduate English Language Teaching, Paper-.....VII.....

To  
Prof./Dr./Sri/Smt. Sadhan Ray

Dear Sir / Madam

I am directed to state that Netaji Subhas Open University has been pleased to appoint you as Term End and Assignment Question Paper Setter of Post Graduate English Language Teaching Paper- VII for Post Graduate (PG) Term End Examination June 2018 and Assignment for June 2019 Examination to be conducted by the University.

You are requested to prepare ONE SET OF TERM END PAPER and ONE SET OF ASSIGNMENT PAPER of 100 marks each of the aforesaid paper.

The questions will be set both in Bengali and English (version) except language paper/s.

Remuneration will be paid as per University rules.

Officers in Govt. Service have already been permitted to undertake such work and draw remuneration for which no further reference to Govt. is necessary.

If any person related to you in any way appears at the examination, the University may please be informed of the name of the candidate before taking up the work.

If you are unable to accept the offer kindly return the papers sent herewith by return of post. It will be appreciated if you would kindly inform your acceptance of the offer in advance over the phone (033 4004-2102 / 2465-6936).

You are also requested to submit the Question paper latest by 10/05/2018 you are also requested to send the remuneration bill duly filed in with signature along with the question paper and other relevant material if given to you.

No information relating to your acceptance of the work should be disclosed to any other person. All correspondence on the subject may kindly be treated as secret and addressed to me by name in a closed cover marked 'confidential'.

Yours faithfully,

  
Controller of Examinations (Acting)

Encl: 1. Guideline for preparation of question paper

2. Syllabus / Study Material

3. Previous year question paper (Term-End & Assignment)

4. Question preparation sheet & continuation sheet

5 Remuneration bill

HR  
03/05/18