



SRI VENKATESWARA UNIVERSITY: TIRUPATI

SVU/svuxamsug.in/on-line/Circular-13/2020

Date :28-02-2020

CIRCULAR

This is to inform all the Principals of all affiliated colleges to fill in the enclosed proforma, if you wish to have your college as examination centre for March / April 2020 examinations. The Inspection team will visit your college after the receipt of the above information for Physical verification. The proforma is to be sent through email on or before 02nd March,2020.

Note: The existing centres should also submit this information.

A. Rama Mohan Reddy
Director of Examinations

SRI VENKATESWAR UNIVERSITY: TIRUPATI

DIRECTOR OF EXAMINATIONS

UNDER GRADUATE EXAMINATION CENTER VISIT REPORT

DATE OF VISIT : _____

1. COLLEGE NAME : _____
2. COLLEGE CODE : _____ CENTER CODE _____
3. INTERNET FACILITY : YES / NO IF YES INTERNET SPEED: _____ MBPS
4. XEROX MACHINE : YES / NO
5. UPS SUPPLY SYSTEM FOR PRINTING : YES / NO
6. DRINKING WATER FACILITY : YES / NO
7. NOTICE BOARDS : YES / NO

REFER ANNEXURE - A

8. NUMBER OF CLASS ROOMS WITH FURNITURE : _____.
9. NUMBER OF CLASS ROOMS WITHOUT FURNITURE : _____.
10. TOTAL SEATING CAPACITY FOR EXAMINATIONS : _____.
11. TOTAL NUMBER OF TEACHING FACULTY : _____.
12. TOTAL NUMBER OF SUPPORTING STAFF : _____.
13. NAME OF THE EXAMINATION CHIEF SUPERINTENDENT : _____.
14. CONTACT NUMBER FOR FUTURE CORRESPONDANCE : _____.
15. COLLEGE EMAIL-ID (**PLEASE DON'T GIVE PERSONAL EMAIL IDS**)
_____ @ _____.

16. ANY OTHER SPECIFIC REMARKS :

SIGNATURE OF THE CHIEF SUPERINTENDENT

PRINCIPAL

SRI VENKATESWAR UNIVERSITY: TIRUPATI

DIRECTOR OF EXAMINATIONS

UNDER GRADUATE EXAMINATION CENTER VISIT REPORT

ANNEXURE - A

S.No	ROOM #	SEATING CAPACITY	FANS & LIGHTS	REMARKS	S.No	ROOM #	SEATING CAPACITY	FANS & LIGHTS	REMARKS
1					21				
2					22				
3					23				
4					24				
5					25				
6					26				
7					27				
8					28				
9					29				
10					30				
11					31				
12					32				
13					33				
14					34				
15					35				
16					36				
17					37				
18					38				
19					39				
20					40				

NUMBER OF CLASS ROOMS WITH FURNITURE : _____.

NUMBER OF CLASS ROOMS WITHOUT FURNITURE : _____.

TOTAL SEATING CAPACITY : _____.

SIGNATURE OF THE CHIEF SUPERINTENDENT

PRINCIPAL