



BABA FARID UNIVERSITY OF HEALTH SCIENCES

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No.13-BFUHS(Meeting)2019/ 23639-751

Dated 18/11/19

URGENT/TIME BOUND

To

The Principals

All the affiliated colleges with BFUHS

Subject: For the appointment of Internal Examiners for November/December, 2019 examination through online portal and locked by 22.11.2019.

In continuation of this office Letter No.13-BFUHS(Meeting)2019/19706-819 dated 04.10.2019 regarding appointment of Internal Examiner for November/December, 2019 examination through online portal of the University. This is for the information to all the Principal of the Nursing Colleges that the meeting of the Board of Studies in nursing Sciences will be held shortly; therefore all the Principals are advised to re-examine the internal examiner appointed through online portal and make ensure the following points.

1. To check and finalized the Internal Examiner of their college on online portal and lock the examiners by click on LOCK button by 22.11.2019 upto 5:00 pm positively.
2. If college not having eligible examiner must click on **NO ELIGIBLE EXAMINER** button.
3. If college not having candidate to appear in the exam must click on **NO EXAM.**
4. After than take out the print the list of Internal Examiner by clicking on print option displayed on the screen and send the signed copy by Principal to the University through post or by hand only.
5. If any of the college not lock their Internal Examiner 22.11.2019. In this case the Internal Examiner of that college will automatically lock by University.
6. The last date for locking the internal examiners is 22.11.2019.
7. After locking the data no further changes will be allowed in the list of internal examiners.

All college of nursing are hereby instructed to complete the process of Internal Examiners positively 22.11.2019, so that the meeting of Board of Studies will be conduct in smooth manners

Note: Any representation/request in the form of hard copy from any college by post or E-mail, in concern to change of internal examiner will not be considered.

In-Charge (Meetings)