IQ City Medical College IQ City Road, Sovapur, Jemua, Durgapur - 713206, India Phone: 0343-2608500

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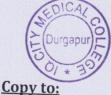
Ref. No. : IQMC / SA / 22-23 / 113



Date: 03-04-2023

FIRST PERIODICAL INTERNAL ASSESSMENT MAY '23 EXAMINATIONS All HODs / In Charges,

- 1. Ref. No. : IQMC / SA / 22-23 / 112, dated: 03-04-2023.
- 2. Respective H.O.D / In-Charge to share syllabus for the said Semester Examinations for dissemination to students.
- 3. (a.) Question papers will be prepared by HODs / In charges concerned and forwarded to Principal at the following mail id : <u>gautam.ghose@iqct.in</u>
 (b.) **ONLY** HOD / In charges are authorized to forward the question papers. The question papers are to reach Principal by 25-04-2023.
- 4. Copies of the question papers will be made centrally under arrangement of Examination Cell on directions of Principal.
- 5. After forwarding the question papers, HOD / In charges will confirm from Principal that the same has been received safely. Thereafter soft / hard copies of the same will be deleted from the Department computers / hard copies destroyed so that no copies remain in the department.
- 6. Department HOD / In charges will collect the printed question papers from the Principal on the day of examination half hour prior to the commencement of examination.
- 7. Blank answer sheets to be collected from Examination Cell as per requirement.



- (i) Vice Principal
- (ii) Examination Cell
- (iii) Departments concerned

Prof. (Dr.) Gautam Ghose

Principal IQ City Medical College & Hospital IQ City Road, Sovapur, Jemua Durgapur-713206, India

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