

UNIVERSITY OF PUNE



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CO-ORDINATION SECTION
Ganeshkhind, Pune - 411 007
Maharashtra (INDIA)

Ref No.: Exam / Coordination / 1163

Date : 25/10/2011.

URGENT REMINDER

To,
The Principal,
All Affiliated Engineering colleges.

Subject : **FE Online Examination, November 2011.**

Reference : Exam / Coordination / 1132 dated 18/10/2011

Sir / Madam,

With reference to the above referred office letter, I am hereby directed to inform you, to send the following information regarding the contact details. The information is to be used for the purpose of further communication to conduct the FE Online examination and is urgent. It should be on letter head, signed by the Principal with a college stamp. The information is required in the following format :

Sr. No.	Title of Information	Description
1.	College Code	
2.	Name of the College	
3.	Name of the Principal	
4.	Contact no. of the College	
5.	Contact no. of the Principal : a) Phone no. : b) Mobile no :	
6.	Email Id of the Principal	
7.	Name of the System Administrator	
8.	Contact no. of the System Administrator : a) Phone no. : b) Mobile no :	

Cont.../2-

The hard copy of the above information is to be submitted to the Co-ordination section, Examination Department and the copy of the same should be mailed at the email address of the university : examcoordination@unipune.ac.in.

After receiving the contact details, the information of System Administrator, user login and password will be emailed at the email address supplied by the Principal. This login information has to be given to the system administrator appointed for the online examination. The System Administrator has to login to the FE Engineering online examination system and fill the information of college infrastructure and the appointed internal examiners for the subjects of Fundamentals of Computer Languages, Engineering Mechanics and Basic Electronics Engineering.

The last date to finish the above procedure and requirement of information is as under :

Sr.No.	Details of information required	Last date to receive the information
1.	The Principal contact data	Should be send immediately.
2.	The information in respect of college infrastructure and internal examiner	Should be submitted online, on or before 1/11/2011.

The above procedure is to be completed before 1/11/2011 and is urgent.

This is the reminder letter.

Thanking you,

Yours faithfully,



Controller of Examinations