



Office of the Principal Govt. Polytechnic Education Society, Manesar

(On NII-8, Near NSG Camp, Manesar, Gurugram)

Ph. -0124-2337243, Website-www.gpmanesar.ac.in

Office Order No.: 461

Dated: 18-9-23

This is for information of all HODs that it has been observed by various department that during the assessment exam of 1<sup>st</sup> year Annual Pattern, the previous batch students (2018, 2019, 2020 & 2021 batches) also have reappear in 1<sup>st</sup> year annual pattern and for the same as per instructions of HSBTE, they have to reappear again for 1<sup>st</sup> assessment exam, 2<sup>nd</sup> assessment exam and subsequently for final exam to pass that particular subject in which they have reappear. However out of these reappear candidate as per result sheets, many students had already left the institute or their name has been struck off from the roll of institution or don't want to appear in assessment exam due to any reason.

So, it is decided that all those candidate who have reappear in any subject of annual pattern and want to appear in the 1<sup>st</sup> assessment and 2<sup>nd</sup> assessment reappear exam has to **mandatory** submit a filled **APPLICATION FORM FOR ANNUAL PATTERN ASSESSMENT EXAM (attached herewith)** to his/her respective department as per schedule.

Further, it is also informed that 1<sup>st</sup> assessment exam for annual pattern is going to commence from 09/10/2023 to 13/10/2023 and 2<sup>nd</sup> assessment will be conducted from 04/12/2023 to 08/12/2023. So all HODs are requested to collect the filled **APPLICATION FORM FOR ANNUAL PATTERN ASSESSMENT EXAM (2018, 2019, 2020 and 2021 batch students)** of their respective department by deputing a staff member till 02/10/2023. Also, the same should be submitted to exam branch on the same day along with a list of students who have applied for reappear Assessment exam duly signed by respective staff member and HOD so that necessary arrangements can be made for smooth conduct of assessment exam.

**NOTE:** This **APPLICATION FORM FOR ANNUAL PATTERN ASSESSMENT EXAM** is also available on institute website from where students can download and submit the duly filled and signed form in hard copy to their respective department. All reappear students have to attach the copy of their **Result** along with **APPLICATION FORM FOR ANNUAL PATTERN ASSESSMENT EXAM** without which their form will not be accepted.

Principal  
Govt. polytechnic  
Manesar

Endst no: 4442

dated: 18/09/2023

A copy of the above is forwarded to the following for information and necessary action:

1. All O/I Applied Science/Auto/Civil/Comp/Elect/ECE/ Mech/T&D
2. O/I website
3. Notice board
- ✓ 4. Exam branch

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