

**NOTICE ON SEC PRACTICAL**

**CLASS: 4<sup>th</sup> Semester (Regular)**

**Paper EDU-SE-4014**

**Total 50 marks: External 30 & Internal 20**

**Internal Assessment (10 Marks): Include Library Works: 6 Marks & Attendance: 4 Marks & Submission of prepared Bio-data (10 Marks) for a Job Interview mentioning all essential components**

**External Assessment (30 Marks) includes Facing a Formal Interview**

As per the university guidelines 4<sup>th</sup> Semester Regular students are hereby informed to get ready for SEC Practical Examination (Paper 4014). It will include Internal and External evaluation as shown above. You are asked to get ready your BIO-DATA for onward submission. You will have to bring hard copies of BIO-DATA on the day of Practical Examination to face a formal interview.

*Important Guidelines:*

1. Separate date will be announced by the department for the Practical Examination.
2. External evaluation may be done in the presence of Internal Examiner.
3. External Supervisors may be invited from the outside institutions.
4. Students will have to submit a Bio-data to face formal interview.
5. BIO-DATA may be hand written or printed on A4 Paper.
6. In case of printed BIO-DATA it must be typed in the Times new Roman format: Headline and Headings Font size 14 and rest font size 12.
7. Bio-data must contain a recent PP size coloured Photograph of the candidate on the specific place.
8. It must be signed by the candidate concerned on the appropriate place.
9. Improper Bio-data will be summarily rejected.
10. All the candidates must appear the said interview with Formal dress code.

11.They must produce their BIO-DATA on the day of Interview.

So, you are hereby informed to get ready hard copy of your BIO-DATA duly checked and verified by the teacher guide **on or before May 30, 2023**. You may show soft copy (PDF format) to your concerned teacher for corrections/modifications.

On behalf of HoD, Education

A handwritten signature in black ink, appearing to read 'N. I. Barbhuyan', written over a horizontal line.

(Dr N. I. Barbhuyan)

Department of Education