



## Department of Commerce & Management Studies

The Islamia College of Science & Commerce  
Srinagar, Kashmir.

No.ICS/COM/804/S-8

Dated: 25-10-2018

### NOTICE

### EXTERNAL PRACTICAL EXAM FOR ONE YEAR DIPLOMA IN STENOGRAPHY

Date-Day	Subject	Timing	Concerned Teacher	Venue
30 <sup>th</sup> Oct 2018 TUESDAY	Computer	11:00 am	Dr. Mudassir Makhdoomi	MBA Computer Lab.
31 <sup>st</sup> Oct 2018 Wednesday	Shorthand	11:00 am	Mr. Tanveer	Stenography Lab.
	Typing	01:30 pm	Mr. Tanveer	Stenography Lab.

**Note:**

- Only those students are eligible who have cleared their fees & do not have shortage in their respective classes.
- Those students, who will miss their external exam, shall not be eligible for the final exam.

**Dr. Seema Bashir**

*Head of the Department*

**COPY TO:-**

1. *Principal for Information.*
2. *Controller of Examinations, ICSC*
3. *Convenor IQAC*
4. *HoD. Management Studies.*
5. *HoD Computer Applications*
6. *IT&SS for hoisting the notice on the College website.*
7. *Dr. Mudassir Makhdoomi, Teacher Incharge*
8. *Mr. Tanveer Ahmad Mir, (Stenography Instructor)*
9. *Admission Section*
10. *Notice Board*
11. *Record*