

## **Office of the Controller of Examinations**

Ref: NWU/CoE/2022/006

Date: 08 August, 2022

## Notice

It is notified for the information of all concerned that from now onwards the following schedule will be followed for receiving applications/forms for the issuing of provisional certificates, transcripts and all other types of certificates/documents being issued from this office and delivery of the same.

Events	Time
<b>Receiving of applications/ forms</b> for Provisional Certificates, Transcripts and all other documents issued from this office.	10.00 AM -12.00 PM
<b>Delivery</b> of Provisional Certificates, Transcripts and all other documents issued from this office.	3.00 PM-4.30 PM

Students are suggested to follow this schedule.

08/2022

(Prof. Dr. Naseem Ahmed) Controller of Examinations NWU, Khulna

Copy

- 1. Dean of Faculties, NWU.
- 2. Registrar, NWU.
- 3. Head of the Departments, NWU.
- 4. Proctor, NWU.
- 5. Assistant Director, (F & A), NWU.
- 6. Programmer, NWU. (requested to publish on the university website.)
- 7. PS to VC, NWU. (with a request to bring it to the notice of the VC.)
- 8. PS to Treasurer, NWU. (with a request to bring it to the notice of the VC.)
- 9. Office file.
- 10.Concerned officers.
- 11.All Notice Boards.
- 12.Office file.
- 13.Guard file.