

# HSNCUniversity, Mumbai



D.M.HarishBuilding,47,Dr.R.G.ThadaniMarg,Worli,Mumbai-400 018

## CONFIDENTIAL

(Letter of Appointment for Paper Setter/Translator)

Letter No. 2023-24/PG/I/49

To,

NAME	ROLE	CONTACT
Dr.HanifLakdawala	Chairperson	9892381742
MsSnehaSubhedar	PaperSetter	9765012367
Ms.RukhsarSayyed	PaperSetter	9870716680

DearSir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f), you are appointed to jointly act as Paper Setter, as mentioned against your name for the following course/subject for the examination to be held during the academic year 2023-24 (Semester-I).

Faculty	Arts
Nameofthe Examination	M.A.(E.M.A.)SemesterI
Subject	MediaManagement
DateofExam	December21,2023
NumberofSetsrequired	Three
Communication Email Id for Appointment purpose only	appointment@hsncu.edu.in

A. TheChairpersonisrequestedtofixthemeetingimmediatelyandpreparethree sets of the Question paper along with answer keys and a marking scheme.

TheQuestionPaperformatwillbeassuggestedbytheBOS.

- B. Please note that as per the provision made in the Maharashtra Public Universities Act, 2016 u/s 48 (4) it shall be obligatory on every teacher and the non-teaching employee of the university, constituent colleges to render necessary assistance and service in respect of the examination of the university and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the university or college or institution, in this respect, it shall be treated as misconduct and the employees shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any constituent college to comply with the order of the university in this respect, the vice-chancellor shall have the power to take appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the statutes.
- C. If any teacher wants to reject their appointment on medical grounds or if any blood relatives (the term relative includes: - wife, husband, son, daughter, grandson, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law) appearing for the examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, HSNC University, Mumbai.
2. On receipt of this letter you are requested to communicate amongst yourself immediately and conduct the meeting for the setting of the question paper in the said subject.
  3. You are requested to communicate any change in your service (college) and Telno. & e-mail address for faster communication immediately to the appointment unit of examination section of the university.
  4. Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in the question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters.
  5. The paper-setters should avoid setting the question verbatim similar to the question paper set at college prelim examination if he/she is also paper setter for their college prelim examination in the said subject.
  6. The copy of the letter is forwarded to the Principal of the concerned college for information with a request to relieve the concerned teachers of your college, for examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48(4).
  7. For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation.



**Dr. Jayesh Joglekar**  
Director

Board of Examinations & Evaluation

Place: Mumbai

Date: December 22, 2022

प्रति,

डॉ. हनिफ लकडवाला

अक्बर भीरभोय नागिज्य आणि जलेश्वर महाविद्यालय,

दोन टाकी जवळ, रशेटा रोनापूर,

सिधार्थ नगर, कामाठीपूर,

मुंबई - ४०० ००८.

विषय : अभ्यासमंडळावरील नामनिर्देशनाबाबत.

महोदय,

आपणांस कळविण्यात येते की, अधिष्ठाता मंडळाच्या दिनांक ०२ ऑक्टोबर, २०२३ रोजी झालेल्या सभेमधील बाब क्र. ९.१ च्या ठरावानुसार मा.कुलगुरुंनी अधिष्ठात्यांशी विचार विनिमय करून, जनसंपर्क (Mass Media) या तदर्थ अभ्यास मंडळावर आपले नामनिर्देशन केले आहे. सदर अभ्यास मंडळावर झालेल्या नामनिर्देशनाबद्दल, विद्यापीठ प्रशासनातर्फे, हार्दिक अभिनंदन.

जनसंपर्क (Mass Media) या तदर्थ अभ्यास मंडळावरील आपल्या सदस्यत्वाची मुदत तात्काळ प्रभावाने सुरू होऊन दिनांक ३१ ऑगस्ट, २०२७ किंवा पुढील आदेश प्राप्त होईपर्यंत जे आधी घडेल तोपर्यंत महाराष्ट्र सार्वजनिक विद्यापीठ अधिनियम, २०१६ मधील कलम ६३, ६४ आणि ६८ मधील तरतुदीच्या अधिन राहून असेल. अभ्यासमंडळावरील आपल्या नामनिर्देशनात कोणतीही विसंगती आढळल्यास विद्यापीठ आपले नामनिर्देशन रद्द करण्याचे अधिकार राखून ठेवते.

अभ्यास मंडळ हे महत्वाचे प्राधिकरण असल्याने, त्यात आपल्या सक्तीय सहभागाची, सहकार्याची आणि मार्गदर्शनाची अपेक्षा व्यक्त करता.

महाराष्ट्र सार्वजनिक विद्यापीठ अधिनियम, २०१६ मधील कलम ६३, ६४ आणि ६८ या छायांकित प्रती सोबत जोडत आहेत.

कृपया हे पत्र मिळाल्याची पोच द्यावी.

आपला स्नेहांकित,

(प्रा. सुनिल भिरुड)  
कुलसचिव (प्र.)

Somaiya Vidyavihar University  
(Center of Examination)



Name of the constituent college: S K Somaiya College

Sub: Appointment of Examiners for UG Project Viva Voce October - 2023

To,  
Prof. Hanif Lakdawala  
Assistant Director  
Akbar Peerbhoy College of Commerce & Economics, Mumbai

Dear Sir,

You have been appointed as an External Examiner for UG Project Viva Voce October - 2023. The details of Course will be as follow:

Sr. No.	Class & Sem	Date & Time	Role
1.	TYBAMCJ Semester V	October 20, 2023, 12:00 noon Onwards	External Examiner for UG Project Viva Voce

Date: October 19, 2023

  
ACOE

# HSNC University, Mumbai



D.M. Harish Building , 47, Dr. R. G. Thadani Marg, Worli, Mumbai - 400 018

## CONFIDENTIAL

(Letter of Appointment for Paper Setter/Translator)

Letter No. 2023-24/PG/1/49

To,

NAME	ROLE	CONTACT
Dr. Hanif Lakdawala	Chairperson	9892381742
Ms Sneha Subhedar	Paper Setter	9765012367
Ms. Rukhsar Sayyed	Paper Setter	9870716680

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f), you are appointed to jointly act as Paper Setter, as mentioned against your name for the following course/subject for the examination to be held during the academic year 2023-24 (Semester-I).

Faculty	Arts
Name of the Examination	M.A. (E.M.A.) Semester I
Subject	Media Management
Date of Exam	December 21, 2023
Number of Sets required	Three
Communication Email Id for Appointment purpose only	appointment@hsncu.edu.in

- A. The Chairperson is requested to fix the meeting immediately and prepare **three sets of the Question paper** along with answer keys and a marking scheme.

**The Question Paper format will be as suggested by the BOS.**

- B.** Please note that as per the provision made in the Maharashtra Public Universities Act, 2016 u/s 48 (4) it shall be obligatory on every teacher and the non-teaching employee of the university, constituent colleges to render necessary assistance and service in respect of the examination of the university and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the university or college or institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any constituent college to comply with the order of the university in this respect, the vice-chancellor shall have the power to take appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the statutes.
- C.** If any teacher wants to reject their appointment on medical grounds or if any blood relatives (the term relative includes: - wife, husband, son, daughter, grandson, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law) appearing for the examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, HSNC University, Mumbai.
2. On receipt of this letter you are requested to communicate amongst yourself immediately and conduct the meeting for the setting of the question paper in the said subject.
  3. You are requested to communicate any change in your service (college) and Tel no. & e-mail address for faster communication immediately to the appointment unit of examination section of the university.
  4. Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in the question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters.
  5. The paper-setters should avoid setting the question verbatim similar to the question paper set at college prelim examination if he/she is also paper setter for their college prelim examination in the said subject.
  6. The copy of the letter is forwarded to the Principal of the concerned college for information with a request to relieve the concerned teachers of your college, for examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48(4).
  7. For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation.



**Dr. Jayesh Joglekar**  
Director

Board of Examinations & Evaluation

Place: Mumbai

Date: December 02, 2022

# HSNC University, Mumbai



D.M. Harish Building, 47, Dr. R. G. Thadani Marg, Worli, Mumbai - 400 018

## CONFIDENTIAL

(Letter of Appointment for Paper Setter/Translator)

Letter No. 2023-24/PG/III/50

To,

NAME	ROLE	CONTACT
Mr Nitin Gupta	Chairperson	9867237891
Dr Vidhi Agrawal	Paper Setter	9838889590
Dr. Hanif Lakdawala	Paper Setter	9892381742

Dear Sir/Madam,

1. I am pleased to inform you that as per the Maharashtra Public Universities Act, 2016 u/s 41 (f), you are appointed to jointly act as Paper Setter, as mentioned against your name for the following course/subject for the examination to be held during the academic year 2023-24 (Semester-III).

Faculty	Arts
Name of the Examination	M.A.E.M.A.( A & M) Semester III
Subject	Media Planning and Buying
Date of Exam	November 06, 2023
Number of Sets required	Three
Communication Email Id for Appointment purpose only	appointment@hsncu.edu.in

A. The Chairperson is requested to fix the meeting immediately and prepare **three sets of the Question paper** along with answer keys and a marking scheme.

**The Question Paper format will be as suggested by the BOS.**

- B.** Please note that as per the provision made in the Maharashtra Public Universities Act, 2016 u/s 48 (4) it shall be obligatory on every teacher and the non-teaching employee of the university, constituent colleges to render necessary assistance and service in respect of the examination of the university and evaluation of students as prescribed by statutes. If any teacher or non-teaching employee fails to comply with the order of the university or college or institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any constituent college to comply with the order of the university in this respect, the vice-chancellor shall have the power to take appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher as may be prescribed by the statutes.
- C.** If any teacher wants to reject their appointment on medical grounds or if any blood relatives (the term relative includes: - wife, husband, son, daughter, grandson, grand-daughter, father, mother, brother, sister, nephew, niece, uncle, aunt, first cousin, son-in-law, daughter-in-law, father-in-law, mother-in-law and sister-in-law) appearing for the examination, then they should submit their request with documentary evidence through proper channel to the Director, Board of Examination and Evaluation, HSNC University, Mumbai.
2. On receipt of this letter you are requested to communicate amongst yourself immediately and conduct the meeting for the setting of the question paper in the said subject.
  3. You are requested to communicate any change in your service (college) and Tel no. & e-mail address for faster communication immediately to the appointment unit of examination section of the university.
  4. Utmost care should be taken while setting the question paper and to ascertain that there is no erratum in the question paper and must be set within the prescribed syllabus and the examination scheme of the said subject at the examination, and the paper will be set only in the authorized meeting of the paper-setters.
  5. The paper-setters should avoid setting the question verbatim similar to the question paper set at college prelim examination if he/she is also paper setter for their college prelim examination in the said subject.
  6. The copy of the letter is forwarded to the Principal of the concerned college for information with a request to relieve the concerned teachers of your college, for examination work, as per the provision made in The Maharashtra Public Universities Act, 2016 u/s 48(4).
  7. For any queries/difficulties about your appointment, you can communicate to the Director, Board of Examinations and Evaluation.



**Dr. Jayesh Joglekar**  
Director  
Board of Examinations & Evaluation

Place: Mumbai

Date: October 19, 2022