



**Delhi College of Arts & Commerce
(University of Delhi)
Netaji Nagar, New Delhi-110023**

April 17, 2025

NOTICE

To: All Faculty Members

Subject: Submission of Internal Assessment Marks

All faculty members are required to submit the internal assessment marks of their respective classes by 2nd May, 2025.

Please ensure that you award marks to:

- 1. All students currently in your class list**
- 2. Students who have been attending classes, even if their names are missing from the list**
- 3. Separate sheet be submitted for ER/Improvement cases**

This will help avoid any hardship to students.

Strict adherence to the deadline is mandatory. No delays will be accepted.

Sincerely,


Principal