

बिरला प्रौद्योगिकी संस्थान BIRLA INSTITUTE OF TECHNOLOGY (व ॰ अमु ॰ आ॰ अधिनियम १९६६ की धारा ३ के तहरत मानित विश्वविद्यालय |A Deemed to be University u/s 3 of UGC Act, 1956) मेसरा, राँची- ८३५२१५ (भारत) || MESRA, RANCHI - 835 215 (INDIA)

Lecture / Lab Classes Rearrangement

Date: _			<u> </u>				
То							
Dean (I BIT Mo		ean (PGS)					
Throug	gh: The H	ead of the De	partment of				
Subject	t: Rearran	gement of cla	asses / labs fr	rom	to		
Dear Si	r / Madam	1					
This is absence	_	your kind no	otice that my	classes will be engag	ed by the following	ng faculty men	ber during my
S. No	Date	Scheduled Class Time	Room No	Name of the scheduled theory / lab class	Name of the class to be taken after rearrangement	Name of the concerned faculty who will engage the class	Name & Signature of approval of the concerned faculty
1							
2							
3							
4							
		'					

Name and Signature of the faculty

Remarks of HoD Signature of HoD