**MAHARAJAH’S COLLEGE OF PHARMACY**

**PHOOL BAUGH - VIZIANAGARAM**

**CONDUCTING OF END THEORY EXAMINATION**

**Received Question Papers from Andhra University**

**Receive Notification from Andhra University**

**Inform about Examination Notification to the PRINCIPAL**

**Arrangement of Answer Booklets**

**According to the Room Plane**

**Received Answer Booklets from**

**Outsourcing Agency**

**Seating Arrangement**

**According to Room Plane**

**Preparation of Register Number Labels**

**Receiving of Answer Booklets & SEF – 7 form from the Invigilators**

**Preparation of Room Planes**

**Examination Instructions**

**To the Invigilators**

**Handover the Answer Booklet Bundle**

**To the Binding Center**

**Sealing of Answer Booklets at the end**

**of Examination Every Day**

**Handover the Answer Booklets and Question Papers to the Invigilator**