

(FORMAT)

Office of the Principal

Ref. No. _____

Date : _____

To

Sub : Appointment as External/Internal Examiner for H.S. Final (Practical)
Examination-2019

Sir/Madam,

I have been authorized by the Assam Higher Secondary Education Council, Guwahati, Assam, to appoint you as the External/Internal Examiner in the subject of _____ in connection with the Higher Secondary Final (Practical) Examination-2019 to be held at _____ Venue on _____. Necessary remuneration will be paid as per Council's approved rate after satisfactory completion of the examination.

Your kind cooperation is highly solicited.

Yours faithfully,

Principal

College/H.S.School

Memo No. _____

Date : _____

Copy to : 1) The Controller of Examinations, AHSEC for his kind information.
2) The Principal

He/She is requested to release _____
for conducting the Practical Examination on the date(s) and Venue as
stated above.
3) Office file.

Principal

College/H.S. School