



**DEPARTMENT OF DISTANCE
AND CONTINUING EDUCATION
SCHOOL OF OPEN LEARNING
CAMPUS OF OPEN LEARNING
UNIVERSITY OF DELHI
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The Principal,
Shaheed Rajguru College of Applied Science for women,
H8XF+C2M, Vasundhara Enclave,
New Delhi, 110096

Ref. No. SOL/PCP/2023/517

19/9/2023

**Sub :- Academic Counselling Sessions (PCP classes) of SOL Students for the
Academic Session 2023-24.**

Madam,

I take this opportunity to express our sincere gratitude to you for all your help and guidance in facilitating the learning process of the students enrolled in different undergraduate courses at the SOL, DU by coordinating the Academic Counselling Sessions at your Study Centre during the session 2022-23.

In this connection, it is informed that SOL is going to conduct the Academic Counselling Sessions of B.Com (Girls) Semester III & V for the Academic Session 2023-24 w.e.f. 17th September, 2023 and onwards on Sundays and Holidays. You are requested kindly coordinate the Academic Counselling Sessions for the students of the SOL in your Esteemed College/Department.

There are six persons allocated in the signed MoU under the head of "Housekeeping and security out of six persons, there should be two specially trained security persons deputed at the LSCs. The excess expenditure on deputing trained security persons will be borne by the SOL. It is also requested to inform the nearest Police Station for conducting the PCP classes at the center so that police personnel and static PCR van may be deployed at the centre during the Academic Counselling Session(PCP) classes.

The academic, administrative and logistic support would be required from your College /Department for smooth conduct of Academic Counselling Sessions on Sundays & Gazetted Holidays as per MoU and subsequent the guidelines issued by SOL/University of Delhi from time to time. The financial implications of all the requisite academic counselling activities are detailed in the proposal.

Keeping in view of the above, you are, therefore, requested to kindly instruct the concerned officials to be engaged in this process as well as make necessary arrangements for smooth conduct of Academic Counselling Sessions.

Thanking you,

Yours Sincerely,


Principal

Encls:

1. Time tables of assigned courses.
2. Teacher's attendance register
3. Student attendance register
4. Daily Supervisor report
5. Student attendance sheet