



SARDAR PATEL UNIVERSITY, MANDI
“CONDUCT BRANCH”

No. 1/2022/SPU/Mandi/Conduct-4806-4815

Dated: 27.11.2025

The Principal /Director

College/Institution

Affiliated to SPU Mandi

Subject:- Creation of Examination Centre and Appointment of Sr. Centre Superintendent for the End Semester Examinations Dec., 2025.

Sir / Madam,

It is to inform that your college/institution has been created as **an Examination Centre** for the conduct of End Semester Examinations December, 2025 for the following Courses:-

SN.	Name of the Examination Centre	Name of Institution(s) Clubbed with Examination Centre / Centre Code	Courses
District CHAMBA			
01.	Govt. College Chamba <i>[Also for MA Private]</i>	[1006]	MA (English, Economics, Hindi, History, Pol. Sci.) M.Sc. Maths, PGDCA, , B.Ed. BBA, BCA, B.Voc. (HT) & B.Voc. (RM)
District KANGRA			
02.	Govt. College Dharamsala <i>[Also for MA Private]</i>	[2017]	MA (English, Economics, Hindi, History, Pol. Sci.) MA/M.Sc. Maths/, M.Com. PGDCA, BBA,BCA, B.Voc. (HT) & B.Voc. (RM), B.Ed., M.Ed.
03.	SCVB Govt. College Palampur <i>[Also for MA Private]</i>	[2027]	BBA, BCA MA (English, Economics, Hindi,) M.Sc. Zoology
04.	Govt. College Dhaliara <i>[Also for MA Private]</i>	[2016]	BBA, BCA, B.Voc. (HT) & (RM),B.Ed. ,M.Ed. M.Sc.(Physics, Chemistry, Mathematics, Botany, ZoologyO) M.Com., MBA,PGDCA
05.	Govt. Arya Degree College Nurpur <i>[Also for MA Private]</i>	[2026]	BBA, BCA, B. Voc. (RM) /.(HT), B.Ed. MA (English, Economics, Hindi, History, Pol. Sci.) MA Maths
06.	MCM DAV College, Kangra <i>[Also for MA Private]</i>	[2040]	BBA BCA, BHM , M.Com., MA (English, Economics, Hindi, History, Pol. Sci.) MA/M.Sc. Maths. M.Sc. (Physics,Chemistry, Botany, Zoology)
District KULLU			
07.	Govt. College Kullu <i>[Also for MA Private]</i>	1. Kullu College of Education, Bohgana, Garsa Kullu [3007]	BBA, BCA, B.Voc (HT)/RM), MTTM, MA (Eng., Eco., Hindi, History, Pol. Sci.) PGDCA, MA/M.Sc. Maths
08.	Govt. College Haripur (Manali)	[3006]	B. Voc. (HT) & (RM), M. Com., MA English, MA Pol. Science
09.	RTTI, Sarabai, PO Bhuntar, Kullu	[3011]	B.Ed., BPed.,
District MANDI			
10.	Noble College of Education, Pandoh.	[5023]	B.Ed.
11.	Sardar Patel University Campus Mandi	[5041]	B. Sc./M.Sc. Physics (Int.) (Physics/Chemistry/Ind. Chemistry/ Envi. Sci. /Botany/Zoology) MA (History /Pub.Adm.), MBA, MCA

Signed

12.	Vallabh Govt. College Mandi [Also for MA Private]	[5014]	MA (English, Eco., Hindi, History, Pol. Sci.) MA/M.Sc. Maths, PGDCA, B.Ed., BBA, BCA, B.Voc. (HT) & B.Voc. (RM)
13.	Jagriti Teacher Training College, Vill. Daodhar, Talyahar, Mandi	[5030]	B.Ed.
14.	Vijay Institute of Higher Education, Vill. & P.O. Bhangrotu Balh, Mandi	[5025]	BBA, BCA, BHM, PGDCA
15.	Laljee B.Ed. College, Mandi (H.P.)	[5032]	B.Ed.
16.	Vijay Memorial College of Education, Vill. Barsu PO Bagla The. Balh, Mandi	[5036]	B.Ed.
17.	Abhilashi College of Education, Ner-Chowk, Tehsil Balh, Mandi	1. Abhilashi PG Institute of Sciences, Nerchowk, Mandi [5026]	B.Ed. M.Sc. (Physics, Chemistry, Botany)
18.	Krishma Education Centre, Ner-Chowk, Mandi	[5031]	B.Ed.
19.	Minerva College of Education, Baggi,	[5042]	B.Ed.
20.	Maharaja Lakshman Sen Memorial College, Sundernagar, Mandi. [Also for MA Private]	1. Namdhari College of Education, Bhojpur, Sundernagar, Mandi. 2. Gayatri College of Education, Kangoo, Teh. Sundernagar, Mandi [5022]	BBA, BCA, BPE, B.Ed., BPed, M.Sc. (Physics, Chemistry, Botany, Zoology)
21.	Govt. College Karsog [Also for MA Private]	1. Bhardwaj Shikshan Sansthan, P.O. Baral, Karsog, Mandi. [5013]	B.Ed., MA English, MA Hindi, MA Pol. Science.
22.	Govt. College Sarkaghat [Also for MA Private]	2. Lord Buddha College of Education, Upper Bhambla, Baldwara, Mandi. [5016]	BBA, BCA, B. Voc. (HT) & B. Voc. (RM), B.Ed., PGDCA, MA Economics, MA Pol. Science, M.Sc. Physics/Chemistry/Botany/Zoology.
23.	Govt. College Dharampur District Mandi (HP) [Also for MA Private]	[5011]	MA English (Regular) MA (English, Economics, Hindi, History, Pol. Sci.)
24.	Govt. College Jogindernagar [Also for MA Private]	1. Neelam College of Education, Vill. Jimjima, Manja, Jogindernagar. [5012]	BBA, BCA, B.Ed., MA English, MA Economics, PGDCA

The examinations are commencing from **2nd December, 2025** and the date-sheet is displayed on the website of the University i.e. www.spumandi.ac.in you are appointed as **Sr. centre Superintendent for these examinations. Further appointment of staff for conduct of these exams will be made at your level as per the university norms.** The norms for appointment of staff for conduct of exam and remuneration to be paid are as follows:

SN	Designation	Particulars	Remuneration per session (in Rs.)
01.	Senior Superintendent	One in an Examination Centre	₹ 350/- plus ₹ 700/- for opening and closing of centre
02.	Centre Superintendent	One in an Examination Centre. Additional will be appointed beyond the strength of 800 candidates.	₹ 325/- plus ₹ 650/- for opening and closing of centre
03.	Deputy Superintendent	One in an Examination Centre. Additional will be appointed beyond the strength of 800 candidates.	₹ 275/- plus ₹ 550/- for opening and closing of centre
04.	Assistant Superintendent / Invigilator	One admissible for every 30 candidates and part thereof in a centre or seating capacity less than 40 candidates per Room/Hall	₹ 250/- per session
05.	Clerk with Senior	One in an Examination Centre.	

	Superintendent	Additional will be appointed beyond the strength of 800 candidates.	₹ 200/- per session
06.	Clerk with centre Superintendent	One in an Examination Centre. Additional will be appointed beyond the strength of 800 candidates.	₹ 200/- plus ₹ 400/- for opening and closing of centre
07.	Daftri	One in an Examination Centre	₹ 100/- plus ₹ 90/- for opening and closing
08.	Waterman	One each on student strength of every 100 or part thereof.	₹100/- per session
09.	Safai Karamchari	One in an Examination Centre	₹ 100/-
10.	Chowkidar	One in an Examination Centre	₹ 100/- per day from the date of receipt of Question Papers

The 40 Pages Answer booklets have been already sent to your examination centre. It is requested to keep the Answer Booklets in safe custody. The record of daily use of Answer Booklets be prepared properly to avoid any misuse. At the end of all the examination the consolidated record of Answer Booklets be sent to this university along with last Packet.

- The Question Papers will be sent to you before the start of examination.
- You are requested to please check the Question Papers with your demand and number of students appearing in all the subjects.
- Daily management of Question Papers be done as per norms.
- Used Answer Booklets packets in sealed cloth bag are to be sent to:
**Er. Haneet Rana, Assistant Registrar,
SPU Mandi (HP)-175001 through insured parcel.**
- Evening Packet to be kept in custody and is to be sent along with next day's Packet.
- Date-sheet is available on University website i.e. www.spumandi.ac.in
- Attendance List will be available on Principals' Desk which is to be provided to Superintendent.
- Cut List will be available on Principals' Desk which is to be provided to Superintendent.
- Instructions of Superintendent, Deputy Superintendent and other staff will be sent to your in due course.
- Please provide Account No. & IFSC Code of your institution, so that contingency advance can be sent to you.


Controller of Examinations

Endst. No. Even Dated Mandi 5th Dec., 2025

Copy to:-

1. The Dean Academic Affairs, SPU Mandi (HP) – 175001
2. The Registrar, SPU Mandi (HP) – 175001
3. The Finance Officer, SPU Mandi (HP) – 175001
4. All the Principals of concerned Govt. & Private Colleges / Institutions
5. Coordinator Examination, SPU Mandi(HP)-175001
6. Assistant Registrar (Examination), SPU Mandi (HP) – 175001
7. Nodal Officer Website, SPU Mandi (HP) – 175001
8. PS to Hon'ble Vice Chancellor, SPU Mandi (HP) – 175001
9. Guard file.


Controller of Examinations