

**Bharati Vidyapeeth  
(Deemed to be University)**

**Institute of Management & Research, New Delhi**

A Grade Status Awarded by MHRD, Govt of India, Re-accredited with Grade A+ by NAAC, Ranked among Top 75 B-Schools in India by NIRF 2017

**An ISO 9001:2015 14001:2015 Certified Institute**

**A-4, Paschim Vihar, New Delhi – 110063 (Ph.: 011-25284396 Fax: 011-25286442)**

Ref.: BVIMR/ND/1030 /2019-20

Date: 11<sup>th</sup> Nov, 2019

**NOTICE**

To: All Students of all courses

Kindly note that in case any student requires extra time for writing the question paper due to medical reasons during university examination then he/she needs to fill up the attached format along with copies of medical papers.

You are required to submit proof of earlier exemption given to you by CBSE for XIIth Board Examination. —

*(if applicable)*



Dr. Vikas Nath  
(Director In Charge)

Encl: Format

Cc: CMS for ERP  
Website



Director  
BVIMR  
A-4, Paschim Vihar, New Delhi-110063

Dated:

**Subject:- Request for Extra Time During University Examination- Winter-2019**

Respected Sir,

I, (Name).....S/o/D/o.....ERP.....PRN.....  
SeatNo.....Program.....Semester.....Department.....  
student of Bharati Vidyapeeth's Institute of Management & Research, New Delhi-110063, having  
mobile no.....Email ID.....do hereby request the university to  
kindly allow me to provide extra time to write my university examination because of medical  
reason.....(document enclosed).

I have enclosed all necessary & relevant documents in support of my medical reason.

Kindly do the needful at your earliest.

Thanking you  
Obediently Yours,

(Name & Signature of Student)

**Declaration by Candidate/Guardian:** I hereby declare that the information given by me is true and correct. I further undertake, that if at any stage, it is found that the information given by me is false or if I violate the terms and conditions of the University, the extra time facility extended for examination can be withdrawn by university.

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Official Work & Comment:

Verifying & Forwarding  
Authority

Approving Authority

(Director Incharge)

C.O.E.