



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Sector-16C, New Delhi-110078 Website: www.ipu.ac.in

CONDUCT BRANCH

ACCEPTANCE FOR CONDUCTING END TERM EXAMINATIONS (THEORY) (December 2025-January 2025)

(PLEASE FILL ALL COLUMNS IN CAPITAL LETTERS)

1. Name of Institution : St. Lawrence College of Higher Education
 (Complete Address with Phone No) : Facility Centre, Geeta Colony, Delhi-31
 Pin Code: 110031
 Tel. No. : 9311152285
 Fax : NOT AVAILABLE
 Res : 9313976113
 Email : helpdesk@stlawrence.in
 (i) Shift (Please Tick)

Single	√Double
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- (ii) a) Nearest Bus Stand : Geeta Colony Facility Center, Delhi -110031
 b) Nearest Police Station : Geeta Colony ,Delhi-110031
- (iii) Bus Routes No : Many buses,but number not Known
- (iv) Nearer to some Prominent Place : Chacha Nehru Hospital,Geeta Colony Delhi-110051
2. Name of the Centre Superintendent : Prof. (Dr.)Vijayshri Bhati
 Residential Address : D-1,Sector 26,Noida,Uttar Pradesh-201301
 Mobile No : 9910864530
 Fax : NOT AVAILABLE
3. Name of the Deputy Superintendent : Mr.Shiv Kumar
 Residential Address : G-150/F-3, Dilshad Colony,Delhi-95
 Mobile No : 9311222709
 Fax : NOT AVAILABLE
4. i. Seating Capacity :

250- 300 CANDIDATES

- ii. Total No. of Rooms : 16
- iii. No. of Rooms with CCTV Camera's : 16
- iv. No. of Rooms without CCTV Camera's : NIL
- v. No. of Heavy Duty Xerox Machine/ Printer etc. : 01/01
- vi. Seating Capacity in each Room
with social distancing norms (upto 20 candidates) : 24
- vii. Alternative arrangement in case of Electricity Failure : DG set with 125 KVA capacity
- viii. Security arrangement : Regular security guards, Locker available
- ix. Number of Permanent Faculty Member (s) : 15 Faculties
- x. Number of Non teaching Staff : 12 non teaching staff (Regular)
5. Any other Information: We will conduct the exams with 100% honesty. If any other additional information /service required , may inform.

Note: C.S may ensure availability/functionality of Photostat, fax, internet etc. at the Institute and also smooth conduct of the examination as per norms of the University.

Dated: 20.08.2025

(Signature of Director/Principal with Seal)