



K.S. GROUP OF INSTITUTIONS

K.S. SCHOOL OF ENGINEERING & MANAGEMENT

#15/1 Mallasandra, Near Vajarahalli, Off Kanakapura Road, Bengaluru - 560 109 www.kssem.edu.in

PROCTOR PROFORMA



Name : GOLTHAN R....

USN : 150955003

Branch :_____

INSTRUCTIONS

Instructions to students:

- 1 Write all the details neatly ϑ legibly and keep this record safely. 2
- Write Name, USN (when allotted), Batch (admitted year-completion year, Ex2015-2019) 3
- Record the "STUDENTS PERSONAL DETAILS" on the first sheet. 4
- For every semester a separate sheet "STUDENT ACADEMIC PERFORMANCE DETAILS" is provided. The details should be entered as soon as the respective schedules are 5.
- Details of projects done/seminars/placement activities participation etc. must be Instruction to Proctor:

- 1 Write all the details neatly & legibly and keep this record safely. 2
- Proctor assigned in the first year will continue to be the proctor for the assigned student as 3
- Make sure the student writes his/her name, USN (when allotted), batch (admitted yearcompletion year, Ex. 2015-2019) and respective branch on the front sheet.4
- Make sure the student records the ``STUDENTPERSONALDETAILS'' on the first sheet.5.
- For every semester a separate sheet "STUDENT ACADEMIC PERFORMANCE DETAILS" is provided. The details should be entered on time. a
 - Subject codes must be written
 - $Attendance \, and \, internal \, Assessment \, marks \, must \, be \, entered \, periodically \, and \, an extended \, periodically \, are also as a constant of a superior \, and \, an extended \, and \, an extended \, an extended \, an extended \, an extended \, and \, an extended \, are also as a constant of a superior \, and \, an extended \, an extended \, an extended \, an extended \, and \, an extended \,$ b C
 - After the announcement of university results, external marks must be entered along with the status of results for every semester.
 - In case of any failure or detention, marks of the subsequent attempts must be d.
 - Any Co- ϑ extra-curricular activities participated by student must be recorded. e.
 - f. $Must \, meet \, students \, periodically \, or \, as \, directed \, by \, the \, Principal \, and \, the \, minutes \, and \, the \, minutes \, directed \, by \, the \, Principal \, and \, the \, minutes \, directed \, by \, the \, Principal \, and \, the \, minutes \, directed \, by \, the \, Principal \, and \, the \, minutes \, directed \, by \, the \, Principal \, and \, the \, minutes \, directed \, by \, the \, Principal \, and \, the \, minutes \, directed \, by \, the \, Principal \, and \, the \, minutes \, directed \, by \, the \, Principal \, and \, the \, minutes \, directed \, direct$ must be recorded
- Additional "STUDENT ACADEMIC PERFORMANCE DETAILS" sheet is provided at the end, 6 may be used, if required.
- 7 The proctor in-charge must grade a student by careful observation and record it in "PROCTOR GRADING" section. Any specific comments may be recorded in the separate space provided.
- Seminars, training, workshops, placements attended and projects carried out may be 8 recorded in the space provided.
- $The \, details \, of \, interactions \, with \, parents \, should \, be \, recorded \, in \, the \, given \, format.$ 9.



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#15/1 Mallasandra, Near Vajarahalli, Off Kanakapura Road, Bengaluru - 560 109

		STUDENT PERSONAL DETA	AILS		
Student Name:	IAM.R	CET : 52,644-	Blood Group :		
USN	Date of Birth	COMEDK . RANK	0+		
ICGU 9 EL	16/05/20	Other:			
Branch:	-	Changed Branch (if any):	-	600	KNOW
	Name of the Board	Name of the Institution	Year of Passing	Class obtained	Percentage
SSLC (10th)	KSSEB	Sai Shankar Educational Institution	2016-17	Distinction	86.07%
PU (12th) (PCM)	PU BORD	SVG Nishwa pragna Composite PU college	2017-19	1st class	79.02%
Diploma / Degree	-	-			
	CO & E)	TRA CURRICULAR ACTIVITIES	(if any)		
Hobbies					
Extra Curricular Activities					
Achievement					
-		STUDENT CONTACT DETA	ILS		
Permanent Add	dress main, 9th (2055 jav, Near OM	Present Address # 17,9th main,9th cross Balaji Nagar NEAR o	M	9986920	237
SHAKTHI	TEMPLE	SHKTHI TEMPLE, IHM		udent: jeys 77 @ gr	náil.com
		PARENT DETAILS			
Father Name :	P.G. Ramakrishnan	Mother Name: G. Lalitha	_ Guardiar	n Name :	
Occupation: T	inkeri	Occupation: House Wife	Occupat	ion:	
Address :		Address :	Address		
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Contact No.:	8884090128	Contact No.: 990115801	Contact	No.:	- 27-
E-Mail :		E-Mail :	E-Mail :	16	
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Signature of Student

Signature of Parents / Guardian

Name & Signature of Proctor

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