KS RANGASAMY
College of Arts and Science

An Autonomous Institution
Affiliated to Periyar University, Salem
Approved by AICTE, New Delhi
Accredited by NAAC with 'A' Grade
Recognized with 2(f) & 12(B) status by UGC

OFFICE OF THE CONTROLLER OF EXAMINATIONS

Exam Duty Alter / Interchange Form

Date:

Name of the Faculty :

Department :

Date & Session of Duty :

Requisition : **Alteration** ☐ **Interchange** ☐

Reason :

For Altering

Name of the Faculty	
Department	
Date & Session	

For Interchange

Name of the Faculty	
Department	
Actual Date & Session	
Interchange Date & Session	

Requested Faculty

Faculty Signature :

HoD Signature :

Accepted Faculty

Faculty Signature :

HoD Signature :