

**Subject:** Submission of individual application under RTI Act 2005 in connection with external theoretical examinations for 2nd & 4th semesters held in November 2022

**Kind Attention:**

**To**  
**The Principal / Principal-in-Charge**  
**All Concerned Diploma Institutions**

Sir / Madam,

This is to inform you that diploma students of your Institute who are not satisfied with their results of external theoretical examinations for 2nd & 4th semesters held in November 2022, may be advised to submit individual application under RTI Act 2005 to the Council's office at **Karigari Bhawan, 4<sup>th</sup> Floor, Plot No. B/7, Action Area-III, Newtown, Rajarhat, Kolkata-700160** seeking certified photocopy of their answer script(s). RTI application must be addressed to **SPIO, WBSCT&VE&SD** and carry court stamp paper of Rs.10/, name, registration no, branch, semester, institute name, name & code of the subject(s), contact mobile no etc.

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With Regards,  
Exam Cell  
WBSCT&VE&SD(TED)