

## Office of the Principal, Govt. College Kheri Chopta (Hisar)

Memo No. GCKC/2024/1060

Dated: 13.08.2024

### OFFICE ORDER

All teaching staff members are hereby informed that Syllabus for UG and PG classes (except first year) is available on GJUS&T, Hisar website. Faculty members are directed to submit the lesson plan for odd semester for session 2024-25 up to 17.08.2024.

Provide hardcopy of lesson plan to Sh. Parveen, Apprentice (COPA) as well as typed softcopy to email id [igac.gcke@gmail.com](mailto:igac.gcke@gmail.com).

*Parveen*  
13/08/24

*Parveen*  
Principal 13/08/24  
Principal  
GOVT. COLLEGE  
Kheri Chopta (Hisar)

Copy to:

1. In-charge IT Cell for uploading on web portal.
2. Office Order File
3. Concerned Staff Members