

Subject: Final Assessment Instructions – PMYSDP (Batch-II)

This is to inform you that the **final assessment** for your **3-month training course** under the **PMYSDP (Batch-II)** is scheduled to be held on:

📅 **Date:** Wednesday, 4th June, 2025

📍 **Venue:** Corvit Networks Pvt. Ltd., Peshawar

To ensure a smooth, fair, and well-organized examination process, you are advised to strictly adhere to the **Standard Operating Procedures (SOPs)** listed below:

◆ **Standard Operating Procedures (SOPs) for Final Assessment**

1. **Arrival Time:** All students must reach the institute **at least 30 minutes before the scheduled start of the assessment**. Late arrivals will not be entertained under any circumstances.
2. **Latecomer Policy:** Trainees arriving **30 minutes after the commencement of the assessment** will be marked absent and **will not be allowed to participate**.
3. **Attendance Compliance:** All students must sign the **official attendance sheet**, which will also be signed by the **Assessor** and the **NAV TTC Monitor**.
4. **CNIC Requirement:** You must bring your **original CNIC** on the day of the assessment. Entry will **not be allowed** without a valid original CNIC.
5. **Assessment Oversight:** The final assessment will be conducted by an **external assessor** who is not affiliated with the training institute to ensure objectivity and transparency.
6. **Dress Code & Behavior:** Please attend in **clean, professional attire**, and maintain **discipline and respectful behavior** throughout the assessment process.
7. **Required Materials:** Bring your own **stationery items (pen, notebook, etc.)** and any course-related resources. **Laptops** or other equipment must be brought if required for your practical assessment.
8. **Assessment Format:** The assessment may include **multiple-choice questions (MCQs)**, **a viva voce (oral exam)**, and **practical tasks**, depending on the nature of your course.

We urge you to carefully follow these guidelines to avoid any issues on the day of assessment.

For any further information or clarification, please get in touch with your course coordinator.

Best of luck with your final assessment!

Sincerely,

Shujaat Ali Abbasi
Branch Manager
Corvit Networks Pvt. Ltd., Peshawar



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