



INDIRA GANDHI INSTITUTE OF MEDICAL SCIENCES, MEDICAL COLLEGE, PATNA - 14
(An Autonomous Institute of Government of Bihar
Statutory University Created by an Act of Bihar State Legislature)

Memo No.-IGIMS/Med. Coll/ /2018

Dated:- /01/2018

From,

Principal,
Medical College,
IGIMS, Patna.

To,

All Concerned HODs,
IGIMS, Patna.

Subject: -To submit advance monthly teaching schedule as per MCI prescribed format for uploading in Institute website.

Dear Sir/Madam,

I am thankful to the HODs of most of the departments who are regularly sending copies of advance monthly teaching schedule to me.

I request all the concerned HODs to submit herewith the advance monthly teaching schedule in the MCI prescribed format as follows latest by 20th of every month for the next month.

MONTHLY TEACHING SCHEDULE
DEPARTMENT OF
MONTH & YEAR

| Date | Day | Time | Semester | Nature of Class | Name of Topic | Name of Faculty |
|------|-----|------|----------|-----------------|---------------|-----------------|
| | | | | | | |

This is for your information and needful.

Thanking you,

Yours Sincerely,

Sd/-
Principal
Medical College,
IGIMS, Patna.

Dated:-6/01/2018

Memo No.IGIMS/ Med.Coll./ 08 /2018

Copy to:-Director/Dean/Dean (Exam)/MS/ /Registrar/Student Section Incharge/Sr. BME & I/C
Website, IGIMS, Patna for information & needful.

Principal
Medical College,
IGIMS, Patna.

Jyoti Kumari
06/01/18

06/01/18