



Hindi Vidya Prachar Samiti's

HINDI VIDYA PRACHAR SAMITI'S COLLEGE OF LAW

(Affiliated to University of Mumbai & Recognised by Bar Council of India)

R. J. Collage Premises, Opp. Ghatkopar Railway Station, Ghatkopar (W), Mumbai- 400 086, Maharashtra, INDIA

Tel: + 91 22 25151763 | Fax: 91 22 25 150957 | Website : www.hvpslawcollege.org.in | Email: hvpslawcollege@gmail.com

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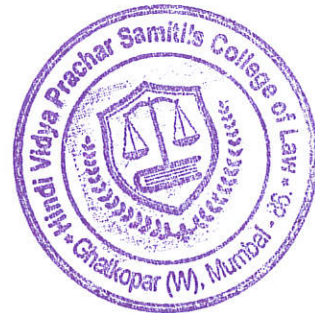
Police Station Visit Report Submission and Viva Examination

This is to inform the students of **F.Y. LL.B. Semester I** who **remained absent** for the Police Station Visit that they are required to visit their **nearest police station** and prepare a **Police Station Visit Report**. The report must bear the **official stamp of the police station** and the **signature of the Police Station In-Charge**.

The **Police Station Visit Report** must be **submitted on 22nd November 2025**, and on the **same day**, the **Viva Examination** for the Police Station Visit will be **conducted**.

Instructions for the Report

1. The report should consist of a **minimum of 7 pages** and a **maximum of 10 pages**, excluding the **Cover Page, Index, and Completion Certificate**.
2. The report should be **handwritten on A4 size lined paper**.
3. The report must include the following sections:
 - o Cover Page (Name, Class & Semester, Roll No., Topic Title)
 - o Index
 - o Introduction
 - o Observation
 - o Information Received
 - o Purpose
 - o Conclusion
 - o Completion Certificate



NOTE

- The **dress code** for the Viva Examination is **Black & White Formals**.
- **College ID Card** is **mandatory**. Students without an ID card will **not be permitted** to appear for the Viva.
- **Attendance is compulsory**. **No extension shall be granted**.
- The **timing and seating arrangement** for the Viva will be informed shortly prior to the examination.
- **Students who attended the visit** are required to **submit the Report only**.

Prepared by

Tanavi Naik

Asst. Prof Tanavi Naik

IQAC Coordinator

Saisha Ghosalkar

Asst. Prof Saisha Ghosalkar

I/C Principal

Madhura Kalamkar

Dr. Mrs. Madhura Kalamkar

Dr. (Mrs.) Madhura Kalamkar
I / C Principal

Hindi Vidya Prachar Samiti's College of Law
Remniranjan Jhunjhunwala College Premises,
Opp. Railway Station, Ghatkopar (W), Mumbai - 400086.

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Certificate of Participation

This is to certify that a student _____ (Full name)

of _____ (Class & Sem) of HVPS College of Law, University of Mumbai has

completed the _____ Visit on _____ at _____ as a part of

Practical Training-I. He/She has also submitted the visit report and passed in the Viva-voce.



Course Co-ordinator