

SIDHO-KANHO-BIRSHA UNIVERSITY

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THE DEPARTMENT OF CONTROLLER OF EXAMINATIONS

Ref. No: - 7406/SKBU/CE/UG Exam 2020 Guide Line-Principal/20

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Guidelines regarding the UG Part-II (Back) Examinations, 2020

Following the decision taken by the extended UG Council, the University authority has decided to conduct the UG Part-II examination (for back candidates) through Open Book Examination/ Assignment based Assessment and students will write answers at their home.

The above examinations (both theoretical and practical) will be held during 18th November to 30th November, 2020 as per schedule attached.

The question papers will be available in the websites of both Colleges and University following the examination schedule at least half an hour before the commencement of the examination.

Colleges will make arrangements for providing the question papers (hard copies) to the students who have not internet access.

Students are to write the answers by their own handwriting on A4 size papers (only on one side) of their own.

Soft copy of the Front page (I&II) designed by the University will also be available in the websites. Students are to take print both and attach with each answer script after duly filled in all fields (Examination, Subject, Course, Roll No., Registration No. etc.) and they must sign in the specified space underneath a declaration. Without the properly filled in and signed front page, the answer script will be treated as cancelled.

Examinees will have to submit answer scripts to their own colleges through online/offline mode after the examination is over.

In case of offline submission the colleges should issue the receipt/acknowledgement to the students.

The last date of receiving the answer scripts is 1st December, 2020.

PWD candidates who are not able to write by their own will be allowed scribe for writing. The respective colleges will submit all necessary documents to the University for approval.

For evaluation of practical examination, the laboratory records/notebook/ report/any relevant documents are to be submitted by the examinees to their colleges in the same manner as per schedule.

The Practical papers will be evaluated on the basis of laboratory records, note book and class performance.

All the answer scripts of the students of respective college will be evaluated by the teachers of that college.

The HOIs will engage the teachers of respective college as Examiners according to their subject/ specialization/proficiency. The list of Examiners so engaged are to be forwarded to the COE for approval.

The marks of the said examinations are to be sent to the University within 15th December, 2020.

College authorities are to involve the teachers and non- teaching staff for timely conduction, completion, evaluation and marks submission of the said examinations.

College authorities are requested to take all possible steps to circulate this guidelines widely among all concerned.

College authorities are requested to follow Covid-19 health guidelines strictly during the period.

The examinees will come under the purview of disciplinary measures on the basis of Examiner's report, in case any of them writes/posts anything that goes against the sanctity of the examination and the system as well.



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