

Important guidelines/Instructions for Summer Examination 2022 - Engineering

All the Directors / Principals /H.O.D.s /University Departments/Teachers/Staffs of all the Affiliated and university are hereby informed that, in order to conduct examination in smooth and fairly manner, they should strictly follow the university Examination rules and also follow given guidelines:

1. Conduct of Summer 2022 Examination is now in offline mode.
2. Time table and sufficient stationary is already sent to the respective colleges or centers.
3. Allot all the examination duties well in advance and also submit the copy to DBATU on acoe_engg@dbatu.ac.in for Engineering.
4. All Institutes should appoint IT/Exam Coordinator from their institute to resolve the student's queries regarding form filling, approval, marks processing, grievances etc.
Students should contact with the respective examination coordinator of their institute/colleges for any issue related to examination.
Display names and mobile numbers of coordinators on Institute website & notice board. Also shared it with University.
5. Only the Exam coordinators will contact ACOE for any queries.
6. All affiliated colleges are required to ensure that all students appearing for the examination have completed exam form filling procedure.
7. There will be total FIVE questions of 12 marks each. Each question should be based on the Units as per syllabus. All questions are compulsory. However, the questions may have internal options.
8. The time duration for the examination is 3.45 hrs. Examination will be conducted in afternoon session at 1:00 PM to 04:45 PM.
9. The students who have appeared and cleared the NPTEL examination need not to give the University Examination for the same subject, however they have to fill the form for that subject.
10. Only one student will seat on one desk. No mobile or any other electric gazette except scientific calculator is allowed with the student.
11. Internal vigilance squad should be there for the examination for each colleges and each classroom should have working CC TV Camera.
12. All the copy cases/ grievances should be strictly recorded under the presence of vigilance committee and respective Principal / Director.
13. **The students having backlog subjects of the regular semester examination (Even Sem) should appear for the same regular examination June 2022 for the backlog paper.**
14. **Only one answer book will be provided to each students. No supplements will be given.**
15. Daily attendance and absent record should be maintained properly at the respective colleges.
16. Maintain used and unused answer book record on daily basis. The answer sheet bundles from each center should be send to the nearby regional center on next day of the respective paper.
17. Drawing based answer sheets evaluation will be carried at the respective colleges only.
18. Principal / Director will be responsible to conduct examination smoothly at their respective institute.



Controller of Examination

Date: 23/06/2022