UNIVERSITY INSTITUTE OF TECHNOLOGY

THE UNIVERSITY OF BURDWAN
GOLAPBAG (NORTH): BURDWAN 713 104

General Guidelines for Bachelor of Engineering (B.E) Sem-VIII, Sem-VI, Sem-IV & Sem-II Exam-2022

The University Authority, after careful consideration of the present situation including Teaching-Learning scenario in the affiliated/constituent Colleges under this University during the transition period after prolonged lock down owing to Covid-19 pandemic and the guidelines issued by UGC vide D.O.No. F.1-1 2021 (Sec) dated 16.07-2021, has decided that B.E Semester VIII,VI, IV & II Examinations, 2022 be conducted through ONLINE/BLENDED MODE in which questions can be accessed electronically and answers can be written from the examinee's own home or place.

1. Marks for attendance component in internal assessment will be computed as usual based on the percentage of classes attended by the examinees in each course.

2. Examinations of the Sessional/practical component including lab, project, seminar etc. are to be conducted through online/blended mode and will be completed as per the following schedule:

Examinations	Completion Date
Semester VIII	28.06.2022
Semester VI, IV, II	30.07.2022

3. As answer scripts are to be sent by e-mail, every student should preferably have own email id & Mobile No.

4. Internal assessments of Sem-VIII,VI, IV, & II Examinations are to be positively completed by Departments within the dates as prescribed in the respective Academic Calendar.

5. Arrangement for wide publicity to be made to inform the students regarding the dates of form-filling, Practical/Sessional Exams and Semester theory exams and all other exam-related matters.

6. Colleges are also to involve the teachers and nonteaching staff members for timely conduction and completion of the above stated examinations.

7. Soft copy of the front page of the answer script to be used for writing answers will be posted on UIT website so that examinees may download the same well in advance. Use of the front page provided by the university is compulsory for the examinations of each course/paper. Since there is no scope of verification of the information, examinees are asked to fill in the blanks like Roll number,

Registration number, Course/Paper, Subject etc. very carefully. The answer script will be treated as incomplete without a properly filled-in front page, and is therefore liable to be rejected.

8. Softcopy of questions will be made available on the website of the college concerned at least half an hour ago of the commencement of the day's examination.

9. Examinees will have to submit their own hand-written answer scripts electronically to the mail id specified by the colleges within the stipulated time for each day's examination. Blind/Orthopedically disabled examinees may approach the University through the college with details of their scribe for approval.

10. In case of failure of submission of Answer Scripts through Online, examinees must contact the concerned subject teacher/Dept. In-Charge/EIC/Principal, and submit the same to their respective colleges within stipulated time of each day's examination and collect receipt of submission from the college end.

11. All the submitted answer scripts will be evaluated by the teachers of the same college. The soft copy may be forwarded to the teacher's email id while the hard copy, if any, is to be collected from the Principal's office of the college.

12. For BE, the pattern of question papers and distribution of marks of each course will be as per the curriculum of pre-covid situation.

16. Question papers have to be submitted in the specified format as given below:

    Each paper should mention the mail id in following format where answer scripts have to be uploaded: uit.subjectcode.version-of-syllabus-branch.reg/bp year@gmail.com

    Example: uit.bscm801.newece.reg2022@gmail.com

17. Students will have to give an undertaking regarding maintenance of sanctity of examination and acquaintance with the rule by signing the Front Page of the answer script. If answer script is sent electronically, screenshot of the sent mail is to be preserved. In case of traffic-jam in delivery, if necessary, this will be referred to in resolving dispute regarding late submission.

16. As students will take examinations from home, they will come under the purview of disciplinary measures on the basis of examiner's report if any of them writes/posts anything that might compromise the sanctity of the system which depends mostly on trust and responsibility of the learners.

17. No Post Publication Review/Post Publication Scrutiny will be considered for the above noted Examinations and there will be no provision of special/supplementary examination.

18. Candidates are directed to fill in their respective examination form(s) after checking and fulfilling their own eligibility criteria to appear at the semester examination concerned. Mere filling in the examination form does not confirm the chance to appear at the respective Semester, if the candidate fails to comply/ satisfy his/her eligibility criteria as prescribed in the existing UG Examination Regulation. The University will not be liable to such cases.

19. After the examination, subject wise attendance to be submitted to the HE by the corresponding examiner.

20. The CE,BU will oversee the evaluation process as well as uploading of the marks of the said paper/course/subject. If any dispute arises, the matter may be finalized by the CE, BU in consultation with other EIC, Principal, HE and the subject teachers of the department as per his discretion.

21. HEs/EICs are requested to send the corrections, if any, within 10 days from the date of publication of the respective results.

The above provisions shall be applicable only for this current academic session as one time measure.

N.B. All the ME Even Semester (Sem II & Sem IV) Examination 2022 will be held through offiline mode like other PG Examinations.

Date: 30/5/22

Rajbati, Burdwan

Controller of Examinations

The University of Burdwan