बाबासाहेब भीमराव अम्बेडकर विश्वविद्यालय

विद्या विहार, रायबरेली रोड, लखनऊ–226025

BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY

(A Central University)

Vidya Vihar, Rae Bareli Road, Lucknow-226025

35/C

Letter No. 467 /COE/BBAU/2021 Date 23/2/21

NOTIFICATION : End Semester Exams

1. As per the Examination Rules and Tentative Academic Calendar 2020-2021 available on the University website, the End Semester examinations of departments will be conducted under the overall guidance/direction of the Deans of Schools. In view of this, the Deans in consultation with concerned Head of the Departments may issue the Time Table of the End-semester Examinations for the eligible students, commencing from 08.03.2020 and ending on 16.03.2021.
2. Examination relating to Lab and field-based components (e.g. practical, viva-voce on dissertation, etc.) may be held even during the period one week prior to 08.03.2021 to ensure that **all examinations are over by 16.03.2021**.
3. All necessary arrangement for smooth conduct of examinations as per requirements may be made timely. Schedule of End Semester Exams, including the duties of invigilators and staff, submitted by Head/Coordinators of Departments/Courses to the Dean of School concerned shall be finalized by the Dean. The copy of the final schedule of examinations shall be sent by the Dean office to the concerned Heads/Coordinators for information to the students.
4. The departments are required to complete the examinations in Offline (Pen & Paper)/Online/blended (online+offline) mode following the prescribed protocols/guidelines related to COVID-19 pandemic.
5. All the examinations should be HAND WRITTEN only except Dissertation.
6. In case examinations are conducted by Online mode, the duration of examination may be only two hours. An additional time of 45 minutes will be provided for downloading the question paper and uploading of answer sheets.
7. The Head of the Departments, in consultation with faculty members of the department, will decide the pattern of the question papers including number of questions.
8. Further, the Head of the Departments are authorised to comply with the mandates, if any, of concerned governing bodies like AICTE, NCTE, BCI, PCI etc. for the courses running under their departments.
9. Before conducting such examinations, Head of the concerned department may submit a list of eligible students mentioning the Semester, Name Roll No., Enroll. No. of students, Course code and Title (on enclosed format till 26.02.2021 alongwith a copy of Marksheet/Certificate of X/High School) to the Controller of Examinations atleast one week prior to the date of examinations for record.
10. If required, the Answer books may be collected from the Examination Section during 3 PM to 5 PM from 01.03.2021 to 05.03.2021 on submission of requisition in the prescribed format.
11. Further, The End Semester Examinations will be conducted under the overall guidance/direction of the Dean of the Schools as per Examination Rules, 2009.
12. It may be noted that the concerned Head of the Department may ensure compliance of COVID guidelines issued time to time.
13. **The compliance of circular No.-543/COE/BBAU/2018 dated 14.10.2019 may be strictly adhered.**

This issues with approval of the Competent Authority.

Encl.: as above

Controller of Examinations

Copy to the following for information and necessary action:

1. Deans of all Schools, BBAU, Lucknow
2. Dean (Academic Affairs), BBAU, Lucknow
3. Heads/Coordinators of all Departments, BBAU, Lucknow.
4. Registrar, BBAU, Lucknow.
5. Proctor, BBAU, Lucknow.
6. AR to VC Sectt., BBAU, Lucknow.
7. DR (Exam.), BBAU, Lucknow.
8. AR (Exam.), BBAU, Lucknow
9. PS to FO, BBAU, Lucknow
10. Security Officer, BBAU, Lucknow: for necessary security arrangements.
11. AR (Academic), BBAU, Lucknow.
12. AR (Sanitation), BBAU, Lucknow.
13. Notice Boards, BBAU, Lucknow.
14. University Website, BBAU, Lucknow.

Controller of Examinations

Program & Session:-
Department:-
School:-
Semester:-

Sl. No.	Roll. No. (To be filled by COE office)	Name of students (As per High school Certificate)	Father's Name (As per High school Certificate)	Mother's Name (As per High school Certificate)	Enroll. No.	DOB (DD/MM/YYYY)	Category	Gender	Course Code	Course Title	Enclosure [(High School Certificate (Yes/No)]

Signature (with seal)
Head/Coordinator