


Dated: 16/11/2021

## Important Instructions for Extended Special Examination November 2021

1. Extended Special Examination will be extension of Special Examination conducted on 13<sup>th</sup> and 14<sup>th</sup> November 2021.
2. Extended Special Examination November 2021 will be conducted in online Proctored mode on LMS 20<sup>th</sup> November 2021.
3. The date sheet and eligible student list will be released on University website, icloud & LMS.
4. Students are advised to adhere to the date sheet.
5. Extended Special Examination November 2021 will be of Two Hour duration.
6. All the examination shall be conducted in five slots :
  - a) 09.00 AM to 11.00 AM. (IST)
  - b) 11.30 AM to 01.30 PM. (IST)
  - c) 02.00 PM to 04.00 PM. (IST)
  - d) 04.30 PM to 06.30 PM (IST)
  - e) 07.00 PM to 09.00 PM (IST)
7. For subjective type questions student may type the answer on LMS or else write the answers on template provide by the University. Students have to write & upload the attachment, if any in this time duration only.
8. Students are required to upload the answers in a template provided by the University. However students may directly type / write the answers in LMS.
9. **Students who will not be able to take the printout of template may prepare replica of University template on A4 size paper and write the answer.**
10. Students are advised to make all the arrangements and ensure uninterrupted Power Supply and Internet. No grievances pertaining to malfunction of infrastructure at students end shall be entertained by University. However, student can submit the grievance within 10 minutes of completion of examination of particular paper.
11. Student are required to register the grievance, on the Google Form shared by University. Students are also required to upload the screen shot of the problem encountered on Google Form to substantiate the claim. Any grievance registered through any other mode or addressed to anybody else shall not be entertained.  
The link for google form is as below:

<https://forms.gle/oDdb6deaF2L6Sd6Z8>

12. The committee shall take the decision on the genuineness & merit of grievance and the decision will be communicated to the student. The decision take by committee shall be final & binding to all.

  
Controller of Examinations