

SECURITY BRANCH

Date: 18-04-2023

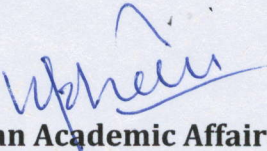
Minutes of meeting of Examination Committee

A meeting of members of Examination Committee held on 17-04-2022 with the agenda for the planning of Semester End Examinations for May - 2023 session.


The members discussed and reviewed the previous exams and decided to;

1. Release the schedule for SEE by the last week of this month. The same shall be circulated among all the HODs and to be displayed on college website.
2. The date sheet shall be released during the last week of April 2023. The preference of sequences of exams shall be decided by the students and accordingly the date sheet shall be prepared.
3. The paper setter shall upload the questions as per the instructions to be passed in the upcoming HODs' meeting.
4. The semester end examination shall be conducted as per the academic calendar.
5. The session-wise conduct teams for exams shall be constituted one week before the exams.
6. The flying squad shall be constituted one day before the exams.
7. The evaluation centre shall be opened immediately after the first day of exams.
8. A schedule for dates for declaration of results shall be prepared and circulated.


Deputy Registrar


Dean Academic Affairs


Registrar


Approved by Principal/COE