

No. IUU/Exam/Sharing of Ans. Books/2023-24

Date: 22. 07. 2023

## **Notice to Students of Trimester Based Programs**

**Subject: Sharing of Answer Books of End Term Examinations (Trimester Based Programs), May & June 2023 and Summer Term Examinations, June 2023.**

Answer books of above said examinations will be shared with the students as per the schedule mentioned below:

| Name of School       | Dates for Sharing the Answer Books | Date and Time for Submission of Answer Books by the School |
|----------------------|------------------------------------|--|
| School of Management | 01 & 02 August 2023                | By 05.00 PM on 02, August 2023                             |
| School of Law        | 01 & 02 August 2023                | By 05.00 PM on 02, August 2023                             |

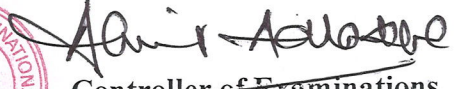
The answer books shall be shown to students in the respective school by the faculty concerned on above mentioned dates under the supervision of the Program Coordinator(s) & Dean(s)/Head(s) of the concerned School.

All students are advised to go through their answer books and discuss the discrepancies, if any, with faculty concerned.

**The discrepancies shall be limited to:**

- Student shall be entitled to check whether all answers have been evaluated and marked.
- Marks given have been correctly posted on the cover sheet of the answer book.
- Marks awarded have been correctly totaled or not.

**“If any mistake is detected as a result of the checking as above, the Dean/Head of the School concerned shall take necessary action to rectify error(s).”**

  
Controller of Examinations  
22/07/2023

Copy to:

- Office of the Vice Chancellor
- Office of the Pro-Vice Chancellor
- Dean(s)/HoD(s) - with a request to direct concerned faculty to collect answer books from the examination cell and share answer books with students. Discrepancy observed, if any, should be reported to the Dean(s)/HoD(s). The Dean(s)/HoD(s) will submit a report on discrepancy in the prescribed format to the Vice Chancellor through CoE for further action. Dean(s)/HoD(s) shall also ensure that all answer books with due signature of students on each answer book are returned to the office of the CoE.
- All faculty members (SoM and SoL)
- Mr. Amit Srivastava, ICT-With a request to upload the notification on University Website.
- Office Copy