

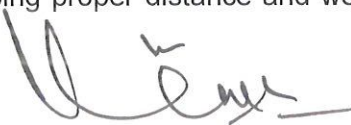
## INSTRUCTIONS FOR CONDUCT OF MID TERM EXAMINATIONS: PhD & M.Phil

(Spring 2021 SEMESTER)

Reference: a. Exams br ION no. 818/NDU/Exam/Mid term/S21 dated 16 April 2021

b. Date sheet for Mid Term Exams sent vide Exams branch email dated Wed, Apr 21, 2021 at 12:52 PM

1. Mid Term Exams of all M.Phil and PhD students shall be held on campus from 26-29 April 2021 barring those who are quarantined due to COVID-19 during this period.
2. Mid Term exams of Covid affected students shall be conducted from 24-28 May 2021 with BS exams.
3. Mid Term exams shall be conducted in accordance with the date sheet already notified vide ref (b).
4. Electronic Devices/Gadgets such as camera, mobile phone, hand bag, bag, briefcase, laptop, notes and helping material etc are not allowed inside the Examination Hall. Any candidate found in possession of these will be considered using unfair means in the examination.
5. Use of unfair means during exams will be dealt with severely. Candidates found engaged in use of unfair means, shall be stopped from taking the paper further. The candidates will be asked to make statements in writing. The unfair means material shall be confiscated. Their cases shall be immediately, referred to Examinations Branch for disposal by the "Unfair Means Control Committee" as required by the NDU Academic Regulations. Any other action in this regard shall be without any legal authority.
6. Answer scripts without invigilators signature/initials are liable to be cancelled.
7. Students must write their Registration no on answer scripts and question papers.
8. Students must write their Registration no on extra sheets as and when obtained from the Invigilators.
9. Signing of attendance sheet is mandatory for all candidates.
10. Under No Circumstances, Students shall take the Answer Script(s) outside the Examination Hall.
11. All answer scripts along with question papers shall be sent to Exams Branch by 1<sup>st</sup> June 2021.
12. Teachers concerned shall be responsible to check answer sheets, discuss these with respective students and enter the award in ACADMAX by 27 May 2021
13. Proper Covid SoP must be ensured by depts. for keeping proper distance and wearing of masks etc.



**Controller of Examinations**

23 April 2021