



## GOA UNIVERSITY

Taleigao Plateau, Goa - 403 206 INDIA

Established by State Legislature by Notification No. LD/10/7/84 (D) of year 1984

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### C I R C U L A R

Ref. No. GU/Academic/R/2020/02 dated 7<sup>th</sup> April, 2020

Further to the Circular referred above it has been decided to further revise the academic terms for the **Bachelor Engineering (B.E.) Programmes** offered at the affiliated colleges for the current academic year 2019-20 as follows:

Summer Vacation	15-04-2020 to 31-05-2020
Extension of Second Term	Up to 31-07-2020
Regular Examinations and Repeat Examinations (Even Semesters)	06-07-2020 to 22-07-2020
Repeat Examinations (Odd Semesters)	22-06-2020 to 03-07-2020
Commencement of Academic Year 2020-21	01-08-2020

The following Guidelines are to be adhered to for the conduct of the examinations:

1. All the Examinations are to be conducted by the respective College.
2. The shortfall of attendance of students shall be condoned and attendance will not be an eligibility criterion for appearing for the examinations.
3. The second Internal Test shall be conducted before the conduct of the Semester End Examinations. The syllabus covered after 20th February up to 14th March may be included for the second Internal Test.
4. The duration of each Examination shall be of maximum two hours. Examinations that are currently of over two hours shall be conducted with reduced marks. The marks will then be scaled up to meet the maximum marks requirement.
5. The syllabus completed via digital learning after the suspension of classes shall be included as additional choice in the Semester End Examinations for the students of the ongoing Semester.
6. Colleges shall conduct all the Semester End Examinations. The Results of Semester I to IV will be declared by the Colleges and from V to VIII by the University. The colleges are required to submit the marks to Examination Division (RC 2007-2008) or to upload the marks on the GUMS (RC 2016-2017).
7. Question Papers for the Regular Examinations shall be set and assessed by the respective teacher teaching the Paper/Course.
8. In the following situations, the Principal shall appoint the paper setter cum evaluator:
  - a) If the course is being taught/has been taught by more than one teacher.
  - b) If the teacher/s who had taught the course is/are no longer associated with the College.

9. The teachers teaching a subject on lecture/contract basis shall also be eligible to set and evaluate the concerned paper.
10. Paper Setting and Examination Schedules and Time Tables for all Repeat Examinations [Semester I-VIII] for the RC 2007-08 and RC 2016-17 Programmes shall be Centralized and done by the University. However the Colleges shall carry out the Evaluation of the answer books.
11. Special Examinations shall be conducted for Out of State/Foreign students who are unable to answer their scheduled examinations due to their absence from Goa.
12. There shall be no Revaluation or Challenge Evaluation. Students will however have an opportunity to apply for personal verification at the College. All grievances will be settled in the College as per rules.
13. All arrangements shall be made to ensure social distancing. Use of facial masks, sanitizers, sanitization of classrooms and all other necessary precautions will be compulsory as per COVID-19 prevention norms.
14. In view of the Covid-19 situation no Practical Examinations in laboratories are to be conducted. Online Viva-voce Examinations are to be conducted in place of Practical Examinations.
15. There shall be no change in the procedure of filling up of the forms for the examinations or in payment of fees. Filling up of examinations forms will be in Online Mode.
16. Subsequent Repeat Examinations for the Regular Students of the Even Semester of the Academic Year 2019-20 who have studied the truncated syllabus shall continue to be conducted by the colleges until the end of double-the-duration.
17. No student appearing for an examination during June-July 2020 shall be detained from moving to the next semester:
  - a. Such students shall have to clear the examination for the course/s in which he/ she has failed, whenever the examination is held next.
  - b. Such students shall also have an opportunity to improve their grades by appearing for the current semester course(s) in the succeeding semesters/years or through supplementary examinations.

Principals of affiliated Engineering colleges are requested to bring the contents of this circular to the notice of all concerned.

(Prof. Y. V. Reddy)

**REGISTRAR**

To,

1. Dean, Faculty of Engineering
2. Principals of Engineering Colleges
3. Controller of Examinations
4. PS to Vice-Chancellor
5. PA to Registrar