

Delhi Technological University

(Formerly Delhi College of Engineering)

Shahbad Daultapur, Bawana Road, Delhi-110042

(Examination Branch)


No: F.6(24)/EXAM CELL/End Term/Nov.-Dec.-2023/ 8106

Dated: 17.11.2023

Notice

Sub: Guidelines for Central Evaluation – End Term Theory Examination November - December 2023.

1. The Venue of the Central Evaluation Centre End Term Theory Examination will be Evaluation Hall, 3rd Floor, Main Admin Block & will start working from 21st November, 2023 to 22nd December, 2023.
2. Superintendent Examination will handover the answer book packets on the day of examination to Coordinator, Evaluation Centre.
3. Examiner to evaluate the Answer Books **within 10 days** from the date of Examination of the concerned course (paper). Examiners should start evaluation of Answer books immediately after the day of the examination of their respective course(s).
4. The Coordinator will ensure that the evaluation of answer books, showing of evaluated answer books to the students and uploading of marks/grades should be completed within 10 days of the conduct of examination of any paper.
5. Examiner will fix the date, time and venue for showing the answer books to the students.
6. After showing the answer books and making the necessary corrections (if any) the examiner will return the answer books to the Coordinator, Evaluation Centre.
7. Examiner shall upload the marks & grading on the DTU faculty portal for B.Tech. V and VII Semester courses (https://cumsdtu.in/staff_dtu/) and for all other programmes/ semesters (<https://dtu.samarth.ac.in/>) and submit the marks and grade report and bills for remuneration of Evaluation of End Term Theory Examination in the Result Section.
8. **Bills will be processed only after submission of marks & grade report in the Result Section.**



17.11.23
(DR. KAMAL PATHAK)
Controller of Examination

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Copy to:-

1. P.A. to V.C for kind information to the Hon'ble Vice Chancellor, DTU.
2. P.A. to Registrar, for kind information to Registrar, DTU.
3. P.A. to Controller of Finance, for kind information Controller of Finance, DTU.
4. All the Deans & Heads of the Academic Department of DTU.
5. Superintendent, End Semester Theory Examination, Nov-Dec., 2023.
6. Coordinator Central Evaluation, End Semester Theory Examination Nov-Dec., 2023.
7. I/C (Results).
8. Guard File.


17.11.23
(DR. KAMAL PATHAK)
Controller of Examination