

Ref. No. COE/08/18-19

Date: 15.04.2019

**EXAMINATION CELL**

**NOTICE**

**Regarding Clearing of Backlog of Laboratory Subjects**

All the students of Diploma and Degree programmes are hereby informed that they will be promoted to next higher year of programme *provided they meet the requisite promotion criteria and do not have any fail grade in any of the laboratory subject.*

Therefore, the students of all programmes having **Fail** grade or **detained status** in any of the laboratory subject of **Odd /Even Semester** can register *up to May 07, 2019* by filling the **prescribed Form-01** (available at window counter of Room No. 122, Examination Cell) with **requisite fee**. So that the laboratory classes can be arranged for them by the respective Heads of the Departments after End Term Examinations from **May 13, 2019 onwards, and the Examination will be held on May 18, 2019.**

“Practical Classes of one laboratory subject will be conducted in one slot only. No laboratory subject will be repeated in more than one slot. This slot-wise allocation of laboratory subject will be made by Heads of the Departments depending upon the availability of concerned faculty. The said allocation will be displayed on departmental notice boards well in time and its soft copy shall be sent by e-mail to CoE on the same day positively.”

*It will be mandatory for a registered student to perform all laboratory experiments of the subject of registration and then only, he / she shall be eligible to appear in the Final Examination of the Laboratory Subject.*

*The record of experiments performed by registered students along with final marks shall be sent by the Head of the Department along with name of the faculty taking the laboratory classes and name of the supporting staff assisting the faculty, within three days after the examinations, to the undersigned.*



**Controller of Examinations**

CC:

1. PS to the Hon'ble Chancellor for kind information of the Hon'ble Chancellor
2. PS to the Hon'ble Vice Chancellor for kind information of the Hon'ble Vice Chancellor
3. PA to Pro-Vice Chancellor for his kind information.
4. Dean, Academic Affairs for his kind information.
5. Directors / Registrar for their kind information.
6. Heads of the Departments & Principals to download this Notice for display on the Notice Boards of departments for needful in time.
7. All Class Counselors / Advisors for announcement in classes.
8. Web Administrator to upload on the University Website in Examination Menu.
9. Notice Board-Examination Cell.