



**SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY
SURAT-395 007**

No. Acad/Supli & Backlog End sem/1st Year/702/2022-23

Date : 31/07/2023

CIRCULAR:

The SUPPLEMENTARY AND BACKLOG EXAMINATION for B. Tech.-I & M. Sc. – I (ODD and EVEN Semester) students, of all the branches, for the students admitted in the academic year 2022-23, will be held during **07/08/2023 to 21/08/2023**. All the Heads of Department are requested to inform concerned faculty members regarding this schedule.

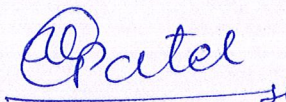
Year	Time duration
B.TECH – I and M. Sc. - I	10:00 AM to 01:00 PM

Note:

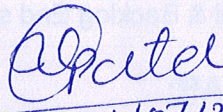
- The Exam should be conducted in **OFFLINE** mode.
- The Exam will be of **3.0 hours duration**. The question paper for the Supplementary End Sem Exam in all the subjects should be prepared for **50/100 marks**. In case the question paper is set for 100 marks, the marks obtained by the students in the examination be scaled down to half and marks shall be awarded **out of 50**.

All Heads of the academic department is requested to follow the following points:

- (1) The Programme Schedule of various courses is communicated along with this circular.
- (2) The work of paper setting and assessment of answer books will be done by the Course Coordinator and other Departmental teachers.
- (3) The invigilators other than the Course Coordinator(s) and subject teachers shall be decided by the concerned Head of the department.
- (4) In case of deficiency of invigilators, the concerned Heads of Departments are requested to make necessary arrangement for supervision by allotting the duty to other Faculty members.
- (5) The Heads of the department are requested to make necessary arrangement to collect answer books from the Academic Section from **11:00 a.m. to 16:00 p.m.** on 3rd August, 2023. Unused answer books should be returned to Academic section after completion of the examination.
- (6) Departmental exam coordinators must have arrangement for proper stamping on all the answer books, i.e. DoME, DoCE etc., and maintain the record of used answer scripts.


A. Patel

- (7) All the subject coordinators are requested to show the answer books to the students **within 5 days after closure of examination**. The Results i.e., Grade Sheets must be submitted to Examination Section after satisfactory entry into MIS module on or before **28th August, 2023**.


31/07/23
(Dr. Vimal Patel)
Chief Coordinator, Exam

Copy to:

- 1 Dean (Academic) for information please
- 2 Head : DOC, DoAMH, DoP, DoCE, DoCHE, DoCSE, DoECE, DoEE & DoME
- for information and necessary action.
- 3 Dy. Registrar (Academic)
- 4 Main notice board/Department Notice Board/ Hostel Notice Boards
- 5 Examination Section
- 6 All staff through E-mail