



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

No. Acad/End Sem Test/Sum Sp/467/2022-23

Date : 30/06/2023

**CIRCULAR:**

The END SEMESTER EXAMINATION for B. Tech. II to IV, M. Sc. – II to V, M. Tech. – I and PhD-I students of summer special classes (XX grade students) of all the branches will be held during **10/07/2023 to 21/07/2023**. All the Heads of Department are requested to inform concerned faculty members regarding this schedule.

Year	Time duration
<b>B.TECH – III/M.Sc. III &amp; V/ M. Tech. I / PhD I</b>	<b>10:00 AM to 01:00 PM</b>
<b>B. Tech. II &amp; IV/ M. Sc. II &amp; IV</b>	<b>02:00 PM to 05:00 PM</b>

**Note:**

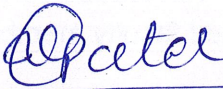
- The Exam should be conducted in **OFFLINE** mode.
- The Exam will be of **3.0 hours duration**. The question paper for the End Sem Exam in all the subjects should be prepared for **50/100 marks**. In case the question paper is set for 100 marks, the marks obtained by the students in the examination 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) A copy of the examination schedule should be sent to Dy. Registrar (Acad), the chief exam coordinator and Prof. in-charge, central computer centre (for display on website). The physical copy shall be displayed on department / institute notice board
- (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) The seating arrangement is to be done by concerned HOD in their respective departments.
- (5) 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.
- (6) 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

July 5<sup>th</sup> 2023. Unused answer books should be returned to Academic section after completion of the examination.

- (7) 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.
- (8) 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 **July 24, 2023**.

  
03/07/23 →  
**(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