



KURUKSHETRA UNIVERSITY KURUKSHETRA

(Established by the State Legislature Act XII of 1956)

("A+" Grade, NAAC Accredited)

Notice

The Vice-Chancellor on the recommendations of the Committee has approved following guidelines in the anticipation approval of Academic Council for the conduct of UG/PG terminal Semester/Year/Re-appear examinations w.e.f. 10.09.2020:-

1. The examination will be conducted in blended mode.
2. The Examinations of UG Courses will start from 10.09.2020 and the Examinations of PG Courses will also start from 10.09.2020 in view of the UGC NET schedule.
3. The University will conduct exams of all UG/PG terminal semester/year, Re-appear students of Even semesters/years (except LL.B., B.A.LL.B. and BBA L.L.B.).
4. The practical examinations etc. will be got conducted internally by all the concerned Chairperson/Director/Principal through online mode (i.e. Virtual presentation/ Viva-Voce).
5. The Roll No. of the students will be uploaded on the University website www.kuk.ac.in. The concerned students will be able to download the same after getting No Objection Certificate from the Department/Institute/College/DDE. However, the private eligible students can download their Roll Nos. directly from the University website.

If any student's Roll Nos./Name is not available in the list, in that case he/she can contact the Result Branch through E-Mail at rollnoenquiry@kuk.ac.in A Press Release/Public Notice will be issued by the Result Branch one week before the commencement of the examinations.

6. The question papers as per date-sheet will be uploaded on the University Website www.kuk.ac.in at 10.00AM and it would also be sent to the Chairperson/Director/Principal through E-Mail. The Chairperson/Director/Principal and Director, Directorate of Distance Education (in case of DDE students) will send the question paper to the concerned student using different electronic modes. The Director/Principal of the Institute/College/Directorate of Distance Education will upload the question papers at their official website also.

Private Students will download their question papers from the University website www.kuk.ac.in at 10.00 AM on the day of examination and they will send

the scanned answer-book in soft copy through e-mail in PDF format to the Nodal Centre & List of Nodal Centres will be uploaded on the University website www.kuk.ac.in by the Secrecy Branch.

7. The candidate will be required to attempt 50% paper by choosing any questions. However, the student shall ensure that he/she has attempted answer carrying 50% of maximum marks. The time allotted will be 3 hours for examinations including time of downloading of question paper to emailing of answer books to the concerned Chairperson/Director/Principal of Department/Institute/College.
8. The candidate will download/note down the question paper & will solve the question paper from their remote location on A-4 size paper in his/her own handwriting (as per specimen available on University Website) and maximum page limit would be 20 (Twenty). The student will attempt questions Serial No. wise and will mark Page No. on the Answer-Book. On the first page of the Answer-Book, he/she will fill the following details: -

- i) Univ. Roll No. (in figures) _____ in words _____
- ii) Name of the student _____ iii) Class/Semester _____
- iv) Name of the Paper: _____ v) Code of Paper: _____
- vi) Total No. of Pages written by candidate: _____ vii) Date of Exam _____
- viii) Sign. of the Student: _____

The candidate will write the above information and Roll No, Paper Code and Page No. at each page of the sheet used. He/she will be required to complete all the process & send the soft copy of his/her answer book in PDF format through E-Mail to the concerned Department/Institute/College within the specified period i.e. 3 hours from commencement of examination.

9. In case any student does not have mobile phones or facing network problem etc., in that case he/she can seek help from his/her parent Department/Institute/College regarding availability of question paper as well as deposit of hard copy of answer-book.
10. If the examination in two subjects opted by a candidate falls on the same date, then the candidate will be required to attempt both the question papers on the same date within the prescribed time-period.
11. The candidate will not write his Mobile No. etc. except the particulars at point No. 8 otherwise Unfair Means Case will be made.
12. While attempting the paper the candidate will use blue/black ball pen only.

13. Before attempting the paper, the candidate will ensure that he/she has downloaded the correct question-paper. No complaint for attempting wrong question-paper by the candidate will be entertained later on.
14. A separate E-Mail ID for the examination for receipt of Answer-Books will be got created by the Directors/Principals & they will also mention this E-Mail ID on their official website under intimation to the Secrecy Branch. A separate E-mail ID of all the teaching Departments/Institutes of the Campus will be got created by the Director, IT Cell, KUK.
15. Necessary action regarding examinations of LL.B. and B.A.LL.B. of campus courses had already been taken by the Department of Law & Institute of Law as per guidelines of Bar Council of India and as per schedule duly approved by the Vice-Chancellor. Similarly, the affiliated Colleges/Institutes of LL.B. (3 year) & B.A.LL.B. (5 year) will take action in the light of the guidelines of Bar Council of India with the stipulation that they will get the topic & the schedule approved from the Department of Law & Institute of Law as the case may be.
16. The Chairperson/Director/Principal will ensure that the evaluation of the answer-books is done by distributing the same equally among the teachers. It will also be ensured that the work of evaluation will be got completed within 5 days from the conduct of last paper.
17. The Chairpersons/Directors/Principals will ensure that the answer-books are preserved in their respective Department/Institute/College for the prescribed period i.e. 6 months after the date of declaration of the Result.
18. The evaluator will award question-wise marks to the students & will deposit the record in Department/Institute/College & the marks of the candidates will be uploaded on the University portal accordingly. Hard copy of award list duly signed by the evaluator and countersigned by the Chairperson/Director/Principal of the Department/Institute/ College will be submitted in the Secrecy Branch.
19. Candidates must ensure that he/she has put his/her signature on each page of the answer-sheet used by him/her. Answer-sheet without signature of the candidate will not be evaluated.
20. Keeping in view the financial situation arising particularly due to COVID-19, remuneration on account of all type of examination duties including question paper setting, conduct of exams & evaluation etc. of the ensuing examinations for the regular/reappear student may not be paid to the Staff as these examinations will be conducted in working days and all the examination duties have been made

mandatory by the Higher Education Department, Govt. of Haryana (except the students of Distance Education/Private Capacity).

21. The students who want to apply for re-evaluation will apply within prescribed time & the Answer-books of those students will be demanded accordingly.
22. The Chairpersons/Directors/Principals while conducting the examinations will ensure that the SOPs issued by the Government of India/MHRD/ Government of Haryana/DHE/KUK from time to time will be followed in letter & spirit.

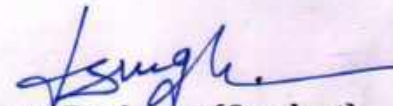
REGISTRAR

Endst No. CT-III/2020/7723-7972

Dated: 26.08.2020

Copy of the above is forwarded to the following for information and necessary action:

1. Dean Academic Affairs, KUK.
2. Dean Research & Development, KUK.
3. All the Deans of the Faculties, KUK.
4. Dean Students' Welfare, KUK.
5. Proctor.
6. Dean of Colleges, KUK.
7. Chairpersons/Directors/Principals of all the University Teaching Departments/Institutes/Colleges affiliated to KUK.
8. Controllers of Examinations, KUK.
9. Librarian, KUK.
10. Chief Wardens (Male & Female).
11. Programmer/System Analyst, Computer Lab, KUK.
12. Director, Directorate of Distance Education, KUK.
13. Director Public Relations, KUK.
14. Director, IT Cell, KUK (with the request to get it uploaded on the University Website & for necessary action on Point No. 14)
15. Finance Officer, KUK.
16. All the Deputy Registrar/Assistant Registrar of Examination Branches.
17. Assistant Registrar (Academic).
18. O.S.D. to the Vice-Chancellor (for kind information of the Vice-Chancellor).
19. Superintendent O/o the Registrar (for kind information of the Registrar).
20. Supdt. (Planning/Confidential Cell/Conduct (Theory & Practical)).


Deputy Registrar (Conduct)

Format of Answer-book to be used by the student

i) Univ. Roll No. (in figures)_____ (in words)_____

ii) Name of the student_____ iii) Class/Semester _____

iv) Name of the Paper: _____ v) Code of Paper: _____

vi) Total No. of Pages written by candidate: _____ vii) Sign. of the Student _____

viii) Date of Exam _____

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P-1

Code of Paper_____

Sign. of the Candidate

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