

INDIRA GANDHI DELHI TECHNICAL UNIVERSITY FOR WOMEN

Kashmere Gate, Delhi – 110006

EXAMINATION DIVISION

File No-01(31)/2016-IGDTUW/EXAM/ 356 (a-k)

Date: 11.11.2019

**Subject: Instructions regarding Re-Minor/Re-Mid-Term Examination for faculty members and HOD's**

As per the approval of Competent Authority, University now is conducting the re-Minor/Re-Mid-Term examination for current semester as per the following schedule.

Description of Test	Start Date	End Date
3 <sup>rd</sup> Minor Examination (For the batches up to 2018) (For Exceptional cases only)	18.11.2019(Monday)	20.11.2019(Wednesday)
& Re-Mid Term Examination (For the batches admitted in 2019) (For Exceptional cases only)		

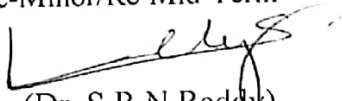
- 1) The 3<sup>rd</sup> Minor Examination (For the batches up to 2018) (For Exceptional cases only) and Re-Mid Term Examination (For the batches admitted in 2019)(For Exceptional cases only) is scheduled for students who have missed any of the Regular Minor-1/Minor-2/Mid-Term of this current semester with valid reasons and the same is duly verified by concerned HODs of the department.
- 2) The Syllabus for 3<sup>rd</sup> Minor Examination (For the batches up to 2018) (For Exceptional cases only) will be the complete syllabus of Minor-1 & Minor-2 (For the batches up to 2018) and complete syllabus till mid-term examination for Re-Mid Term Examination (For the batches admitted in 2019)(For Exceptional cases only) and will be scheduled from 18<sup>th</sup> November 2019 and 20<sup>th</sup> November 2019 as per date sheet available on the website.
- 3) The Venue for the 3<sup>rd</sup> Minor Examination will be the **Electrical Block, IGDTUW** . Please note, those students who are booked in **UFM cases** in Minor-1 or Minor-2 or Mid-Term are not allowed to appear in this special Re-Minor/Re-Mid-term examination.
- 4) All the eligible students are requested to forward their request (Re-Minor/Re-Mid-term examination) to their concerned HODS on or before **14.11.2019(3:00 P.M)**.
- 5) A student should not be permitted to write regular as well as re-Minor/Re-Mid-Term Test for the same evaluation component in a course.

all faculty members who have received request from eligible students (Approved by the HODs concerned) (absent in Minor-I or Minor-II exam or Mid-Term(For Batches admitted in 2019)) are required to send the question paper of their concerned subjects latest by 14<sup>th</sup> November, 2019 (1:00 P.M) to examination division Email address [examigdtuw@gmail.com](mailto:examigdtuw@gmail.com). In case question paper is not send on time, the Re-minor/Re-Mid-Term will not be held for the concerned students and the student will be marked as absent and examination division will not entertain any request. HoDs are requested to send the eligible list of students to examination division on or before 14.11.2019 (3:00 P.M).

- 7) **All HODs are requested to enter the detained list of current semester in the Examination portal (for the batches admitted up to 2018) and on Hard Copy(For the batches admitted in 2019) on or before 21<sup>st</sup>, November, 2019 and also submit a duly signed hardcopy list to the Examination Division.**

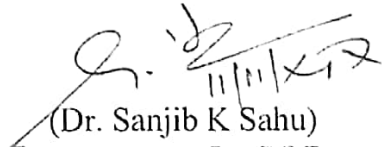
HODs are requested to circulate this information among faculty members and students.

Looking for your kind co-operation for smoothly conduction of Re-Minor/Re-Mid-Term Examination.

  
(Dr. S.R.N Reddy)  
Dean (Examinations Affairs)

Copy for Information and further necessary action to:-

1. HOD (IT/CSE/ECE/ASH/DAP/MAE/MGMT).
2. PS to Hon'ble Vice-Chancellor for kind information to Hon'ble Vice-chancellor.
3. PA to Registrar for kind information to Registrar, IGDTUW
4. Ar. Vishal Rai, Centre Superintendent, CEC.
5. System Analyst with request to upload on the University Website.
6. Guard File.

  
(Dr. Sanjib K Sahu)  
Dy. COE



Indira Gandhi Delhi Technical University for Women  
Kashmere Gate, Delhi-110006  
(Examination Division)

Application for Re-Minor/Re-Mid-Term Examination, November 2019

Student' Name : \_\_\_\_\_  
Father's Name : \_\_\_\_\_  
Course Name : \_\_\_\_\_  
Semester : \_\_\_\_\_  
Enrollment No. : \_\_\_\_\_

Photo

Details of Papers

S.No.	Paper Code	Paper Title

Signature of the Student

Signature of HOD

Instruction to the Candidate

1. No. candidate will be allowed to appear for the Re-Minor/Re-Mid-Term Examination without proper approval of concerned HoD.
2. As per Ref no 04(60)/2014-IGDTUW-Exam/4048-4055 dated 30th, April 2014.A student should not be permitted to write Regular as well as Re-Minor/Re-Mid-Term Test for the same evaluation component in a course.
3. Please note, those students who are booked in UFM cases in current semester Minor-1 or Minor-2 or Mid-Term(For batches admitted in 2019) are not allowed to appear in Re-Minor/Re-Mid-Term Examination in that paper concerned.
4. Only Regular Student , who is absent in either Minor1/Minor2/Mid-Term(For batches admitted in 2019) can only be eligible for Re-Minor/Re-Mid-Term test after getting proper approval of Concerned dept HoD.