



F. No. 1-3/MGCUB/CoE/2020/1371-1380

Dated: 25<sup>th</sup> September 2020

**NOTICE**

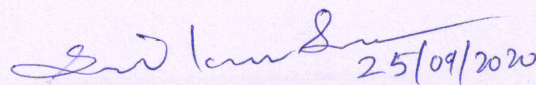
**Subject: Conduct of Semester Examinations (MSE & ESE-2020) of Intermediate Semester students of various UG & PG Programmes of study at Departmental level.**

1. It is hereby informed to all Heads of the Teaching Departments to **conduct the Mid-Semester Examinations (ongoing classes of current semester) and End-Semester Examinations (of previous semester) of Intermediate Semester students of various UG & PG Programmes of study at Departmental level.**
2. Heads of various teaching departments are requested to conduct the above said examinations as per the following:

Particulars	Scheduled Date	Examination Time	Mode of Examination
Mid-Semester Examinations (Current Semester)	05 <sup>th</sup> -10 <sup>th</sup> October 2020	1 Hr	Online/Offline/Blended (online + offline)
End-Semester Examinations (Previous Semester)	26 <sup>th</sup> -31 <sup>st</sup> October 2020	2 Hr	Offline

3. In this regard, all Heads of various Teaching Departments are requested to notify the time-table at their own within the scheduled duration and submit a copy to the CoE office. Deans of various Schools may kindly ensure for its compliance.
4. It is also informed to all the Heads of their respective departments to kindly complete the examination of those courses which are practical in nature (viz. lab. classes/Dissertation, if any) within the said duration.
5. Campus Directors of different campuses of the University shall ensure the smooth conduct of examinations in coordination with Deans, Heads of Teaching departments and Controller of Examinations.
6. In this connection, all concerned at various campuses are requested to take the necessary precautions in view of COVID-19 situation, **strictly adhering to the guidelines and the Standard Operating Procedure (SOP)** issued by the UGC vide dated 08<sup>th</sup> July 2020.

This has the approval of the Competent Authority.

  
25/09/2020  
Controller of Examinations (I/C)

**Copy to (by E-mail):**

1. Pro Vice-Chancellor, MGCU, Motihari;
2. OSD (Administration), MGCU, Motihari;
3. OSD (Finance), MGCU, Motihari;
4. DSW/Dean(R&D)/Campus Directors/Proctor/Provost, MGCU, Motihari;
5. Dy. Registrar (Exam), MGCU, Motihari;
6. All Deans/Heads, MGCU, Motihari, *with a request to bring the same to the notice of all faculty members;*
7. PS to VC for kind information of Hon'ble Vice-Chancellor please;
8. Section Officer, Chanakya Parisar, MGCU, Motihari;
9. System Analyst, *with a request to upload the same to the University website;*
10. Guard File

Controller of Examinations (I/c)  
Mahatma Gandhi Central University  
Motihari, Distt.-East Champaran, Bihar  
Pin Code-845 401