Ref. No. 02(29)/2020-IGDTUW-EXAM/   Dated : **13/01/2022**

CIRCULAR-NO- 01 /2022/EXAM

Subject: Conduct of Supplementary Examination (CBCS students only), January 2022

It has been decided to conduct the Supplementary Examinations for the CBCS students of academic year 2021-22 subject to fulfillment of certain conditions. **The Examination will be conducted through Online Mode**. The Supplementary examinations are tentatively scheduled from **last week of January, 22** and the schedule of the examination will be released on University Website shortly.

For CBCS students only(Batches admitted 2019 onwards)

As per Regulation of CBCS Examination for the conduction Supplementary Examinations

(i) Supplementary Examination will be conducted for all back papers of the previous semesters along with the regular examination in both the semesters (Even and Odd). That means in this supplementary examination, **2019 batch CBCS students can appear the back papers of second and fourth semester. Similarly 2020 batch CBCS students can appear the back papers of second semester only.**

(ii) Students will be awarded grades as per the performance in Supplementary Examination.

The eligibility criteria and other guidelines for appearing supplementary examination are as follows:-

1) A student who was detained in the previous academic year (in any of the semester) will not be allowed to appear for supplementary Examination.

2) A student who has not appeared for both odd and even end-semester examination in the previous academic year will not be allowed to appear for supplementary Examination.

3) If a paper to be registered for supplementary, she should have registered for that paper also in that preceding semester end term Examination.

4) Students are not allowed to revise her internal component marks in supplementary examination.

5) A student wishing to appear for supplementary examination must register within the specified time period provided by the University by paying requisite fees Rs 500/- per paper.

Students will be awarded marks as per the performance in Supplementary Examination. Accordingly, grades will be awarded on the basis of performance of the student in Supplementary Examination as per absolute marking system.

All such students may fill supplementary examination form till **24Th , January, 2022 5:00 P.M**. The students applying for the Supplementary Examination are required to pay the fee of Rs. 500/- per paper through SBI Collect (new URL https://www.onlinesbi.sbi/sbicollect/icollecthome.htm). Head of payment is EXAM FEES./ Demand Draft In favor of Registrar, IGDTUW.

The registration form for the conduct of Supplementary Examination is available on university website w.e.f **14.01.2022** and the last date for filling up the form for Supplementary Examination is **24Th , January, 2022 5:00 P.M** . The students applying for the Supplementary Examination are required to pay the fee of Rs. 500/- per paper through SBI Collect/Demand Draft In favor of Registrar, IGDTUW.

Students who are applying for Supplementary Examination are required to submit the PDF format duly signed form along with SBI Collect Payment Receipt/ IGDTUW Account Branch slip to the mail id sanjibkumarsahu@igdtuw.ac.in on or before **24th , January, 2022 5:00 P.M.**

For further details the concerned students may contact Examination division, IGDTUW or can drop an email at **sanjibkumarsahu@igdtuw.ac.in**

This issues with the approval of Competent Authority.

Dean (Examination Affairs)

Copy for kind information to:
   (i) Dean (Academics Affairs)
   (ii) All HoDs
   (iii)AFO, IGDTUW
  (iv) PS to Vice-Chancellor-IGDTUW
  (v)   PA to Registrar
  (vi)System Analyst with a request to upload on the University website.
  (vii) Guard File