



# Bhagat Phool Singh Mahila Vishwavidyalaya

**Khanpur Kalan (Sonapat), Haryana-131305**

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Ref. No. BPSMV/Exam/21/ 1577-1601

Dated: 18/06/2021

## Notification

As per the decision taken in the meeting of COVID-19 Cell held on 14-06-2021, the following guidelines are notified for the examination (Session-Dec-2020) for the 1st Semesters & Lateral Entry Semesters of all U.G. & P.G. Programmes, 7th Semester of Integrated courses, 1st & 3rd semester of Diploma courses run by the MSM Institute of Ayurveda.

1. The Examinations for session- Dec-2020 for the 1st Semesters & Lateral Entry Semesters of all U.G. & P.G. Programmes, 7th Semester of Integrated courses and 1st & 3rd semester of Diploma courses run by the MSM Institute of Ayurveda will commence w.e.f. 2<sup>nd</sup> July, 2021.
2. The examinations will be conducted in blended mode i.e offline and online. Each Dept./Institution/College/Regional Centre has to ask the students to submit their options regarding mode for appearing in the exams by 24<sup>th</sup> June, 2021. This data has to be submitted by the office of HoD/ Chairperson/Directors/Principal / In charge of the Deptt. /College/ Regional Centre to the Examinations Branch by 26<sup>th</sup> June, 2021.
3. The offline examinations will be conducted only if the guidelines from state Govt. /U.G.C. permit for the same. Otherwise, examinations of the students who will opt for offline mode will be conducted when the situation of Covid-19 pandemic will normalize.
4. The Roll No. of the students will be uploaded on the University website <http://bpsmv.digitaluniversity.ac/>. If any student's Roll Nos./Name is not available in the list, in that case she can contact the Result Branch through E-Mail at [iaresultjuly2020@gmail.com](mailto:iaresultjuly2020@gmail.com).
5. **For the online mode of examinations:-**
  - (a) The question papers as per date-sheet will be sent at 09.00AM & 01:00 PM on the day of exam to the Chairperson/Director/Principal through E-Mail. The Chairperson/Director/ Principal will send the question paper to the concerned student through online invigilators /directly using different electronic modes.
  - (b) The candidate will download/note down the question paper & will solve the question paper from their remote location on A-4 size paper in her own handwriting and maximum page limit would be 40 (Forty). The student will mark Page No. on the Answer-Book. On the first page of the Answer- Book, 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: \_\_\_\_\_
  - (c) The candidate will write the above information and **Roll No, Paper Code and Page No. at each page** of the sheet used. She will be required to complete all the required procedure & send the soft copy of her answer book in **PDF format through E-Mail to the concerned Department/Institute/College** within the specified period i.e. 3 hours and forty five minutes from commencement of examination.

  
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- (d) The student has to keep the hard copy of answer book with herself and she has to submit the hard copies of all answer books in a sealed packet in her Deptt. /College within three (03) days after completion of all the theory examinations. Only hard copies of answer books will be evaluated. Evaluation will not be done on the soft copies submitted by the student
- (e) The syllabus, scheme, pattern of the question paper and duration of theory exam will be as approved by B.O.S., that means similar to the previous year examination
- (f) The students who choose the online mode of examinations will have to ensure to be on a place where internet connectivity and bandwidth is proper while giving exam. The online exams will be conducted under the supervision of camera.
- (g) For the online mode of examination, the candidate have to ensure at her own that she has adequate internet data package for downloading the question paper and e-mailing PDF file of her scanned answer sheet.
- (h) Candidates must ensure that she has put her signature on each page of the answer-sheet used by her. Answer-sheet without signature of the candidate will not be evaluated.
- (i) The candidate will not write her Mobile No. etc. except the particulars at point No. 8 otherwise Unfair Means Case will be made.
- (j) While attempting the paper the candidate will use blue/black ball pen only.
- (k) Before attempting the paper, the candidate will ensure that she has downloaded the correct question-paper. No complaint for attempting wrong question-paper by the candidate will be entertained later on.
- (l) A separate E-Mail ID for the examination for receipt of Answer-Books will be 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/Institute/ College will be created by the EDP Cell, BPSMV, to send the question papers and answer sheets.
- (m) All the soft copies of answer books will be collected by the Examinations Branch from the office of HoD /Chairperson/ Principal/ Incharge. However, to be on safe side, a copy of the same shall also be maintained by the concerned HOD/Chairperson/Principal/Director/In-Charge.
- (n) The practical examinations etc. will be conducted by all the concerned Chairperson/Director/Principal through online mode (i.e. Virtual presentation/ Viva-Voce). If the physical presence of the students is necessary for the practical examination as per rules/ requirements of the course/ statutory councils, then students may be called to the Deptt./College/ Institution. If the internal subject teacher is not available in any Deptt., then H.O.D./ Chairperson/ Principal has to ensure the practical examination is conducted by calling external examiners.

  
18/06/2021  
Controller of Examinations

Endst. No BPSMV/CoE/21/ 1577 -1601

Dated 18/06/2021

Copy of the above is forwarded to the following for information and also for wider publicity -

1. All the Deans/HOD's/Principals/Branch Officers, of UTD/Constituent Colleges/Institutes/ Regional Centers, BPSMV, Khanpur Kalan

  
18/06/2021  
Controller of Examinations