



MALNAD COLLEGE OF ENGINEERING, HASSAN

Modalities for Conduction of (i) Paper Seeing and (ii) Make-up exams

The following is the **schedule** for the Paper Seeing and Make-up Exams for the academic year 2018-19 (Odd Semester) – **for I semester**

SI No.	Event Particulars	Scheduled Dates
1.	Paper Seeing	07.01.2019 (Mon) - 9.30 AM to 5.30 PM 08.01.2019 (Tue) – 8.30 AM to 11.30 AM (Arrangements for I year to be made by Dean-SA and Dean -Exams)
2.	Meetings at the Departments for consideration of Grievances received after Paper Seeing	08.01.2019 (Tue) 10.00 AM to 12.00 Noon
3.	College level GRC Meeting at the Principal Chamber	08.01.2019 (Tue) 12.00 Noon to 1.00 PM
4.	Announcement of Final SEE result	09.01.2019 (Wed)
5.	Registration for Make-up Examinations without penal Fee	10.01.2019 (Thu) to 11.01.2019 (Fri)
6.	Registration for Make-up Examinations with penal Fee of ₹ 500/-	12.01.2019 (Sat)
7.	Make-up SEE Examinations (for I Semester only)	16.01.2019 (Wed) to 22.01.2019 (Tue) (including Sunday and holidays)
8.	Practical Examinations (SEE)	23.01.2019 (Wed)
9.	Announcement of results : Makeup SEE	24.01.2019 (Thu)
10.	Paper Seeing for Makeup SEE Papers	25.01.2019 (Fri)
11.	Meetings at the Departments for consideration of Grievances received after Paper Seeing	28.01.2019 (Mon) 10.00 AM to 11.30 PM
12.	College level GRC Meeting at the Principal Chamber	28.01.2019 (Mon) 12.00 Noon to 1.00 PM
13.	Reopening of Even Semester	28.01.2019 (Mon) (Term : 2018-19 even semester: 106 Days) (28.01.2019 (Mon) to 13.05.2019 (Mon))
14.	Announcement of Final Results of Makeup SEE	29.01.2019 (Tue)
15.	Even Semester Exams and Results	18.05.2019 to 06.06.2019 (Tentative)
16.	Make up SEE for even semester	10.06.2019 to 29.06.2019 (Tentative)
17.	Supplementary Semester (for I year only)	17.06.2019 to 03.08.2019 (Tentative)
18.	Orientation Day for I year (Commencement of classes)	30.07.2019 (Tentative)

The detailed calendar of events for 2018-19 even semester will be announced at a later date.

P.T.O.

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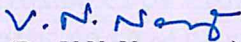
Modalities to be observed in connection with Paper Seeing and Makeup Exams


Paper Seeing :-

1. The Dean (Exams) and Dean (SA) shall arrange for paper seeing of all the subjects as per the above schedule.
2. The representation submitted by the students **in the prescribed format** with the forwardal note by the course faculty and a summary sheet (in the specified format) shall be discussed at the DAC as per the schedule and the resolutions of the meeting shall be personally brought by the HoDs to GRC meeting.
3. The final decision about the resolutions submitted by all the departments shall be taken at the GRC meeting and the results shall be updated by the office of Dean (Exams) accordingly.
4. The final SEE results shall be announced by the Dean (Exams) as per the schedule.
5. The students shall bring the question paper copies on their own of the relevant courses for Paper seeing sessions.
6. Paper seeing is allowed only for theory courses in all the departments.

Make-up Examinations :-

1. The make-up examinations are allowed only for those students with X & I grades in corresponding SEE's. The students with 'F' grade in corresponding SEE's are only eligible for Supplementary semester.
2. The grade 'X' grade is awarded to a student having high CIE rating ($\geq 90\%$) (Total CIE marks is ≥ 45) in a course, but SEE performance is observed to be poor, which could result in an overall 'F' grade in the course.
3. The CIE marks of immediate preceding SEE shall be carried forward to makeup in respect of students with 'X' grade. It is to be noted that the students with 'I' Grade at the preceding SEE, need not appear for CIE's again.
4. The registration for makeup SEE examinations is compulsory for all the students as per the above schedule.
5. The detailed timetable for Makeup SEE will be announced separately by the office of Dean (Exams).


(Dr. V.N. Narayana)
Dean (A.A.)


(Dr. K. S. Jayantha)
Principal

Copy to:-

1. Vice-Principal – for information
2. All Deans, Exam Co-ordinators
3. HOD, Registrar, Exam Section
4. O/c – Per.

Encl: Format for representation by students after paper seeing (for consideration at GRC)