



UNIVERSITY OF DELHI
Examination Branch

Ref.No.Dean(Exams)/2021/606
Dated 02.11.2021

To
The Dean/Head/Director

**Subject: Preparation of Date Sheet of Post Graduate/Professional Courses
Semester Examinations December-2021 in OBE Mode.**

Sir/Madam,

Reference is made to University Notification Ref.No.Exam.VII/Conduct/2021/580 dated 29.10.2021, Ref.No.Exam.VII/Conduct/2021/597 dated 29.10.2021 and Ref.No.Exam.VII/Conduct/2021/603 dated 01.11.2021.

2. Vide Notification Ref. No. Exam.VII/Conduct/2021/603 dated 01.11.2021, it was communicated to all Faculty/Department that on the recommendations of Working Group on Examinations, the competent authority has decided that the Post Graduate/Professional Courses Examinations shall be conducted by the respective Faculty/Department. It was also requested that the Dean(s)/Head(s) of the respective Faculty/Department shall ensure the smooth conduct of the semester examination December-2021 in OBE Mode. They will take necessary steps well in advance and ensure that the Faculty/Department is fully prepared before hand for the smooth conduct of examinations.
3. In view of the above, you are hereby requested to prepare date sheet of all the post graduate/professional courses of your respective Faculty/ Department/ Centre keeping in view the guidelines notified vide the above mentioned Notifications.
4. Further, the following points may be noted for preparing Date Sheet:
 - a. Examinations to be commenced w.e.f. 15.12.2021 and will end by 28.12.2021 as per Academic Calendar notified vide Notification No. Acad.I/299/Academic Calendar/401 dated 09.08.2021.
 - b. Separate date sheet to be prepared for Semester Scheme (for students admitted till 2018) and CBCS Scheme (for students admitted in 2019 & 2020).



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- c. Unique Paper Code must be mentioned in the date sheet which has already been provided by Examination Branch. In case of any query in this regard, e-mail may be sent to datesheet@exam1.du.ac.in and examviiconduct@gmail.com
- d. Time of commencement of examinations shall be 9:30 a.m. and 2:30 p.m. for morning and afternoon sessions respectively. The duration of examination shall be three hours only and one hour can be provided in addition to three hours for downloading question papers, scanning and uploading answer scripts. Total duration shall be four hours. For PWD students, total duration shall be six hours.
- e. Tentative Date Sheet is not required to be forwarded to Examination Branch. Instead, Final date sheet should be sent to Examination Branch.
- f. All Inter Disciplinary/Open Elective papers may be scheduled on a fixed date for each semester which shall be decided by the Dean of the Faculty concerned, to avoid setting of multiple papers.
- g. Examinations may be scheduled on Sunday also. However, no examination shall be scheduled on a Gazetted Holiday.

It is requested to send the Date Sheet duly signed by Dean/Head/Director to the Examination Branch latest by **20.11.2021** by hand/e-mail to datesheet@exam1.du.ac.in for consideration & uploading on the University Website.

O.S.D. (Examinations)

Dean (Examinations)