

THE GANDHIGRAM RURAL INSTITUTE – DEEMED TO BE UNIVERSITY  
(Ministry of Human Resource Development, GOI)  
Accredited by NAAC with ‘A’ Grade (3<sup>rd</sup> Cycle)

Dr. M. SUNDARAMARI  
CONTROLLER OF EXAMINATIONS



GANDHIGRAM-624 302  
DINDUGAL DISTRICT  
TAMIL NADU, INDIA

Phone: 91-451-2454222 Fax :+91-451-2452222	EPABX :+91-451-2452371 to 2452376	E-mail: controller@ruraluniv.ac.in
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Ref: E12/2018-2019/

DATE: 12.04.2018

Sub: End Semester Examinations – April/May 2018 Evaluation of answer scripts – reg.

Ref: 1) Minutes of the meeting of the examinations reforms and evaluation procedure committee dated 22.03.2018.

2) Vice-Chancellor approval dated 11.04.2018.

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It is to inform that the End Semester Examinations of April/May 2018 for all the UG,PG, PG Dip, M.Phil, Diploma and Certificate programmes will be conducted in the New Examination Hall only.

With regard to the evaluation of the answer scripts, immediately after the Examinations are over, the Answer script bundles of both UG and PG programmes will be handed over to the respective Deans/Heads/Directors of the Schools/Departments/Centres for evaluation by the examiners.

It is the responsibility of the Deans/Heads/Directors of the Schools/Departments/Centres to see that the answer scripts are evaluated by the concerned course teacher within few days.

External evaluation of PG papers is also to be completed by the Deans/Heads/Directors of the Schools/Departments/Centres by inviting the external examiners from their approved panel and conducting the evaluation at their own premises within 10 days from the completion of examinations along with third valuation in case of more than 15% difference.

Immediately after the evaluation (s) is/are over, the marks are to be entered online both for external and internal at the department level as being done in the case of CFA marks. The hand copy of the mark statements and valued answer scripts must be sent to the Examination section in a sealed cover without delay.

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Evaluation of the answer scripts of all the UG programmes shall also be done by the concerned internal examiners in the respective department itself as and when the exams are over but within 10 days from the completion of examinations.

All are requested to cooperate in this regard for the early publication of the results of End Semester Examinations of April/May 2018.

  
7/2/18  
CONTROLLER OF EXAMINATIONS

Copy to:

1. All Deans/HODs/Directors/Coordinators
2. The Director i/c, Computer Centre, GRI - with a request to upload this Notification in GRI website and intranet.
3. The Director (Academic)
4. The Private Secretary to the Registrar
5. The Private Secretary, Office of the Vice-Chancellor
6. File.