



हिमाचल प्रदेश केंद्रीय विश्वविद्यालय  
Central University of Himachal Pradesh  
(Established under Central Universities Act 2009)  
अस्थाईशैक्षणिकखण्ड, शाहपुर, जिलाकाँगड़ा, हिमाचलप्रदेश 176206 -  
Temporary Academic Block, Shahpur, Distt. Kangra (HP) - 176206

File No.: EES/1-1/P.G/CUHP/20/ 85- 8 8

Dated: 13/07/2021

**CIRCULAR**

End- Term Examinations for the M.Sc. IV<sup>th</sup> Semester Students of the following courses will be held in July, 2021 as per notification no COE/1-2/CUHP/2021/11684-90 dt 06 July 2021 for conducting the end term examination through online mode. The following Faculty Members are requested to conduct their examination as per schedule given below. All students are advised to post their scanned copies answer sheet in pdf format to the respective faculty by mail immediately after the examination. Keep hard copies intact to be submitted to the concerned faculty for evaluation.

Sl. No.	Course Code	Date & Time	credits	Name of the Faculty Member
1.	ENV 428	20.07.2021 (10:00 AM-11:30 AM.)	02	Prof. Ambrish Kumar Mahajan
2.	ENV 536	22.07.2021 (10:00 AM-11:30 AM.)	02	Prof. Ambrish Kumar Mahajan
3.	ENV 610	23.07.2021 (10:00 AM-1:00 AM.)	04	Dr. Subhankar Chatterjee
4.	ENV 509	26.07.2021 (10:00 AM-1:00 AM.)	04	Dr. Anurag Linda
5.	ENV 431	27.07.2021 (10:00 AM-1:00 AM.)	04	Dr. Ankit Tandon
6.	ENV 586	28.07.2021 (10:00 AM-1:00 AM.)	04	Dr. Dilbag Singh
7.	ENV 583	29.07.2021 (10:00 AM-11:30 AM.)	02	Dr. Anurag Linda

All students are directed to please mentioned clearly on the top of each answer sheet the Programme name, Course code, course name, credits, time, semester, their roll number and date of examination as per final examination answer sheet pattern

*Ambrish Kumar Mahajan*

Head,  
Department of Environmental Sciences

Copy to:-

1. Concerned Faculty Member for information and necessary action.
2. The Dean, School of Earth and Environmental Sciences, Central University of Himachal Pradesh, Temporary Academic Block, Shahpur for information.
3. The Controller of Examinations, Central University of Himachal Pradesh, Camp Office, Dharamshala for information.
4. Web site for dissemination

*Ambrish Kumar Mahajan*

Head,  
Department of Environmental Sciences

हिमाचल प्रदेश केन्द्रीय विश्वविद्यालय के शैक्षणिक वर्ष 2020-21 (जुलाई, अगस्त में प्रस्तावित अंत सेमेस्टर, एफ ग्रेड परीक्षा) ऑनलाइन माध्यम से सुगमता पूर्वक संचालित करने हेतु निम्नलिखित कार्य रीती (Modalities) रहेगी जिन्हें विभाग स्तर पर ही कार्यान्वित किया जायेगा।

**MODALITIES OF CONDUCTING UG, PG EXAMINATIONS:**

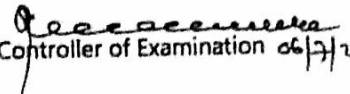
1. The schedule of examinations will be as per the date sheet prepared and notified by the Department/Centre.
2. Examinations will be conducted through online mode only and in accordance with the existing approved pattern of question papers.
3. Students should write the examination in A4 sheets only and pages must be orderly numbered (e.g. 01 of page 02, 02 of page 02).
4. After completion of the examination, the students should scan each written page serial number wise and compile in a single file in PDF format only and must upload/send the PDF file. Student must ensure that before uploading/sending the pdf, only written sheet are scanned and compiled. No blank page should be inserted while compiling the answer sheets in to PDF file.
5. In case of any problem faced by the students while downloading the question papers or uploading/sending the scanned answer sheets, they should contact the concerned faculty teaching that subject.
6. It is mandatory that every student keeps the hard copy of the answer scripts with them, so that the same can be submitted to the university if necessity arises in future.
7. The department is required to inform the above modalities to all the students and teachers concerned.
8. It is the responsibility of the Department/Centre to ensure that the all students write online exams.
9. PDF file of answer books shall be accepted via email only.

**INSTRUCTIONS FOR CONDUCT OF ENDSEMESTER EXAMINATION (ONLINE MODE)**

1. The times limit for online Examination for 2 credits courses will be – 1:30 HOUR and for 4 credits – 3 HOURS.
2. The question paper will be uploaded / sent by the concerned faculty member/course instructor/subject faculty through Email 5 minutes before the start of the examination on the specified date as per the date sheet notified by the Department/Centre.
3. The question paper must be set as per the format mentioned in the **University Ordinance 30**.
4. The students will submit the scanned copy in pdf format of their handwritten answer sheets to concerned faculty. Extra 30 minutes after the examination time will be given to the students for compiling and submission of the answers script.
5. The candidates are required to mention the following mandatory information on the answer script before e-mailing it to the concerned faculty.
  - i. Name of the Candidate
  - ii. Roll No.
  - iii. Programme of study:
  - iv. Semester
  - v. Subject Code
  - vi. Subject Title
  - vii. Proper Page Numbering on answer script.

6. The pdf file should be named as "Roll number of Student". For example: "CUHP19MLI802" while sending the email to the faculty.
7. Kindly follow the instructions carefully and record your answers accordingly. Answer Sheets should be uploaded / sent within the specified time.
8. Answer Sheet shall be considered for evaluation only if it is received through student's registered email ids/Mobile numbers.
9. This online exam is mandatory for all the students.
10. The concerned teacher(s) / resource person(s) will be the examination In-charge of their respective courses.
11. All students are requested to be prepared and available online 15 minutes before the start of the exam.

Note: For any enquiry, contact the concerned course teacher/instructor.

  
Controller of Examination 06/7/24