



MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC

No: Conduct/Pract./2024/3834-4033
Dated: 02.12.2024

To

All Heads/Directors/Principals
of the UTDs/Institutes/Colleges
maintained/affiliated with M.D. University, Rohtak

Sub: Conduct of Theory and Practical Examinations of all UG/PG Programs, December-2024.

Madam/Sir,

As you are aware that during the meeting of the Principals of the Colleges chaired by the Vice-Chancellor held on 06.11.2024, it was discussed that the Practical examinations of NEP-2020 Programs for the ensuing session **may be conducted internally in two phases i.e. before and after Theory Examinations**. The matter has been considered by the authorities and it has been decided to conduct the theory as well as practical examinations as per following schedule:

1. The Theory Examinations of UG Programs will commence w.e.f. 11.12.2024 and of PG Programs will commence w.e.f. 16.12.2024.
2. The Practical Examinations for all UG/PG Programs including UG/PG NEP-2020 Programs for the 1st Phase for the Dec-2024 Session will be conducted as per schedule given as under :

Name of Programs	Semester/Year (Fresh/Regular/Reappear-as applicable)	Schedule of 1st Phase of Practical Exams
UG 3 YEAR COURSES: B.A/ B.Sc./ B.Com (Pass/Vocational & Hons)/ B.Sc. (Sports Science/ Home Science/Bio-Tech.)/ B.S.W./ B.Voc. (All Courses)/ B.C.A/ B.B.A/ BBA(II/BE/CAM)/ B.A(J.M.C)/B.Lib. B.H.M./ B.T.M.	1st, 3rd, 5th & 6th Semester	04.12.2024 to 10.12.2024
UG 4 YEAR COURSES: 4 Yr B.H.M.C.T/ B.T.T.M 4yr Integrated B.A.-B.Ed/B.Sc- B.Ed/B.Com-B.Ed :	1st, 3rd, 5th, 7th & 8th Semester	
BCA 4 YEAR COURSE	1 st & 3rd Semester	
All UG 4 YEAR INTEGRATED NEP-2020 Programs	1st Semester	
BBA LL.B /LL.B (Hons) 5 year & 3 Year Course:	1st, 3rd, 5th, 6 th , 7 th , 9 th & 10 th Semester	
B.Pharmacy CBCS Scheme W.e.f. 2017-18	1st, 2nd, 3rd 4th, 5 th , 6 th , 7 th & 8th Semester	

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B. Tech/ B. Planning	3rd, 5th, 7th & 8th Sem	04.12.2024 to 10.12.2024
B.Arch.	3rd, 5th, 7th, 9th & 10th Sem	
UG 2 YEAR Courses: B.P.Ed. :	1st, 3rd & 4th Sem.	
All PG 2 Year NEP Programs	1st Semester (Fresh)	09.12.2024 to 14.12.2024
PG 2 YEAR Courses: M.A/ M. Sc/M.Com /M.Voc/ LL.M/M. Lib. I. Sc/M. Tech/ M. Arch. / M. Planning/M.P.Ed:	1st, 3rd & 4th Sem	
PG Diploma Affiliated Colleges	1st & 2nd Sem	
2 Year MHMCT/MTTM/MBA[(General/BE/Hon s/ Executive (Evening)]	1st, 3rd & 4th Sem	
MCA 2 Year	1st (including Bridge Course), 3rd & 4th Sem.	
MCA 3 Year Course:	1st, 3rd, 5th, 6th Sem	
M. Pharmacy :CBCS Scheme :	1 st to 4 th Semester	
PG 5 YEAR INTEGRATED: All PG 5 years integrated courses except MHMCT:	1 st , 3rd, 5th, 6 th , 7 th , 9th & 10 th Sem	
5 Year Integrated MHMCT:	1st, 3rd, 5th, 7th, 9th & 10th Sem	
MFA (5 years integrated course):	1st & 3rd Semester	
MFA (6 years integrated course):	1 st , 3 rd , 5th, 7th, 8 th , 9 th , 11 th & 12 th Sem.	
Ph.D Course work	Only Re-appear	

While conducting the Practical Examinations as per above schedule, the Director/Heads/Principals concerned will be required to ensure that:

1. The Practical Examinations for all the UG/PG NEP-2020 Programs will be conducted internally.
2. For other programs, the appointment of Practical Examiners will be made only out of the latest approved panel(s) of Practical Examiners of subject concerned, which is available on the University website www.mdu.ac.in. and may be downloaded therefrom.
3. The External Examiners for conduct of Practical Examinations may be invited from the places having distance not more than 100 kms (each way).
4. The Practical Examinations shall be conducted judiciously as per above schedule for 1st Phase i.e. before Theory Examinations. The 2nd Phase of Practical Examinations will be conducted after Theory Examinations and the schedule of 2nd Phase shall be notified later on.
5. The uploading of Practical Awards including NEP Programs is mandatory. Therefore, after conducting the practical Examinations the Instt/Deptt./Colleges concerned must upload the marks awarded by the Examiner on the University portal latest by 17.12.2024 in case of UG Programs and 21.12.2024 in case of PG Programs.
6. In case due to any technical reason, if any awards could not be uploaded on the portal, the same may be sent to the Conduct Branch with separate covering letter mentioning therein the specific technical reason for not uploading the awards.
7. After uploading the Awards, the Instt./Deptt./Colleges shall also submit Internal awards in case of NEP and External Awards for other programs as well as Forwarding Memo of Practical Awards List (in original) duly properly filled in all respects to the Asstt. Registrar(Conduct), M.D. University, Rohtak, within further seven days after uploading the Practical Award i.e. latest by 24.12.2024 for UG Programs and 28.12.2024 for PG Programs.

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8. While submitting TA/DA Bills, the Practical Examiner must be required to clearly mention their full name, designation with Grade Pay, Beneficiary ID, Name of College, Contact no., Name of Course with Semester and Session and the same may be submitted to the Accounts Branch of the University directly;
9. In case any Instt./Department/College does not upload the awards on the University Portal till the last date of UG/PG Programs as notified above, the late fee will be levied w.e.f. **next day** as per University Rules, irrespective of the submission of original awards in time;
- The Director/Heads/Principals concerned are also requested to ensure to supply the required details as mentioned below for the remuneration of Practical examiners.

S No	Name of External Examiner	College Name of Examine	Exams centre Name	Date of Practical Exams	Subject	Semester	Total No of Students examined	Beneficiary	Remarks (if Any)
								ID	

Important Notes(for Attention of the students):-

1. The Practical Examinations of Reappear students shall be conducted in their respective Colleges of which they were regular students.

Yours Sincerely,

Bo 02/12/2024
Supdt (Conduct)

for Controller of Examinations

Dated: 02.12.2024

Endst. No: Conduct/Pract./2024/4034-38

Copy of the above is forwarded to the following for information and necessary action:

1. The Director, University Computer Centre, M.D.U. Rohtak with the request to arrange to get it uploaded on the University website.
2. Deputy Registrar, Secrecy Branch, M.D. University, Rohtak
3. Asstt. Registrar/In-charge(Result-I/II/III/IV), M.D. University, Rohtak
4. PRO, M.D. University, Rohtak with the request to issue a press release in this behalf for wide publicity in Print as well as Social Media.
5. PA to COE for kind information of the COE, M.D. University, Rohtak

Bo 02/12/2024
Supdt (Conduct)

for Controller of Examinations