Maharaja Agrasen College
University of Delhi
Vasundhara Enclave, Delhi – 110096

June 03, 2021

NOTICE

Open Book Examination (OBE) June 2021

All the **Third year and Ex-students** are hereby notified that the University of Delhi is in process of Conducting Open Book Examination (OBE) scheduled to be held from June 07, 2021.

Date sheets are available on http://exam.du.ac.in/datesheets.html.

Students are required to read all the Guidelines/policies related to OBE as mentioned in the attached notification issued by University of Delhi.

Students are required to register themselves at following link:-

https://obe.uod.ac.in/index.php/site/login

Then, Click on New Registration **, then fill up your details as mentioned in your Admit card.**

Further, Students are hereby instructed to check the college website regularly for any information.

Students may contact at examformmac@gmail.com, or mac.obe@mac.du.ac.in , in case of any query.

sd/-
Dr. Sanjeev Kr. Tiwari
Principal (Offg.)

Copy to:-

All concerned

College Website

NOTIFICATION

Subject:-Guidelines/policies related with the conduct of Open Book Examinations (OBE) remotely for final semester/term/year students for all UG programmes of all streams including NCWEB and SOL in view of the COVID-19 pandemic as special measure for the academic session 2020-2021.

1. This is in continuation of the Notice Ref. No./Dean (Exams.)/ 2021/529 dated 29th April, 2021, Notification Ref. No. Dean (Exams)/ 2020-2021/ dated 03rd May, 2021 and Ref. No./Dean (Exams)/2021/529 dated 20th May, 2021 (The Notice and Notifications are available on the website of the University of Delhi i.e. www.du.ac.in).

2. The examinations of final semester/term/year shall begin from 07th June, 2021 as notified vide notification Ref. No./Dean (Exams)/2021/529 dated 20th May, 2021 available on the University website. The schedule of examinations to be conducted in OBE mode for the Final year students of all UG programmes in regular mode as registered with colleges and departments as well as for those registered with NCWEB and School of Open Learning has already been released on 20.05.2021.

3. For Ex-students and the students applying for improvement of their performance:

    i) The Ex-students shall follow the schedule/datesheet of examinations as per their year of examination.

    ii) The final year students who have backlog i.e. ER (Essential Repeat) in their previous semesters/years shall re-appear for the same as per the schedule of examinations along with the VI Semester/III year Examinations.

iii) The students who have passed out their final year (VI Semester/III Year) Examinations in the year 2020 can only appear for an improvement in their VI Semester/III Year examinations as per the datesheet/schedule and applicable rules in this regard

iv) The students who are in final year (VI semester/III year) can appear for improvement in papers of IV semester/II year only.

v) The students who are in Final year (VI semester/III Year) can appear for improvement in papers of 2 semesters/1st year also as one time measure in view of covid-19 pandemic.

4. The students of Terminal Semester/Final Year who were unable to appear in the OBE Examinations Phase I & II conducted by the University in August and September 2020 respectively are given an opportunity to appear in Semester/Annual Examinations June 2021 as a one-time measure in terms of UGC Revised Guidelines on Examinations and Academic Calendar for the Universities in view of COVID-19 Pandemic dated 06.07.2020.

5. The Admit Cards shall be available on the University Website before the commencement of examination. The students shall download/print the same and produce whenever required by the College/University. **Students must ensure that the information printed on the admit card is correct (like, Enrollment no, name in Hindi etc) as this information will be used for the printing of degrees. If there is any mistake students must get it corrected through their college/Department.**

6. The students should remain in contact with their College/Institute and visit the University & College/Institute website regularly. The College/Institute may use official e-mail/update College website/SMS services/Messaging Apps like WhatsApp etc. for sending important information to the students.

7. Each College/Institute shall upload the mobile numbers and email ID of the Nodal Officer/s on the College/Institute website under intimation to the University in which students can contact, in the case of any query during the examination days.

8. **On first page, the students shall write the following details <u>(providing any other personal information like email ID, Mobile No and Name of the College will be treated as unfair means and action will be taken as per University rules)</u>:**

   a. Date and time of examination (DD/MM/YYYY, HRS:Min):
   b. Examination Roll Number:
   c. Name of the Program i.e. M.A., M.Com., M.Sc. etc:
   d. Semester/Year:
   e. Unique Paper Code (UPC):
   f. Title of the Paper:

9. The duration of the Examination shall be 4 hours. Out of which 3 hours shall be given to the students for answering the questions, and the remaining one hour shall be utilized for downloading the question papers, scanning the answer sheet in the **PDF/JPEG** format and uploading the scanned **PDF/JPEG** of answer sheets on the Portal.

   The duration of the Examination shall be 6 hours for the students belonging to the Divyaang (PwBD) Category (for details see the Notification Ref. No. Dean(Exams)/1365 dated 14.03.2021).

   IMPORTANT: In case of poor internet connectivity/any unforeseen technical glitches etc., the student is advised to submit his/her script beyond the specified time period (5 hr) with the documentary evidence to the email ID of the Nodal Officers of the College/Department. The maximum time limit for delayed submission is 30 minutes (documentary evidence of non-submission on the portal must be attached). However, all such cases (email submission) will be examined by the Review Committee, and these answer sheets shall be evaluated based on the decision of the Review and result of such students may be delayed.

   It is to mention that the time of submission of answer sheets shall be recorded by the system. The delayed submissions of answer sheet with exact time of submission shall be sent to Review Committee.

10. Students must submit an undertaking of not using any unfair means, by pressing the button provided on the portal before uploading the scanned **PDF/JPEG** of answer sheets. The proforma for the said undertaking shall be made available to the students on the portal from where the question papers are downloaded by the students.

11. Students should appear in the examination as per the option filled in the examination form for the mode of examination i.e. "Physical Mode (From the College)" OR "Remote Mode (From Home)" by using ICT based facilities. Those who have opted the option of writing exam by Physical mode (College), will have the choice of writing it through Remote Mode (Home) but not the vice-versa. The College will provide necessary infrastructure in compliance with the MHA, UGC guidelines in view of COVID-19.

a. **Instructions for the students opting the Remote Mode (Home):**

   (i)   The students may write the examination from any part of the country of his/her convenience.

   (ii)   Students shall require laptop/desktop/mobile phone/any other appropriate device with adequate internet connectivity for accessing University Portal, downloading question paper and uploading of answer sheets on the University Portal.

   (iii)   Students should scan the answer sheet question wise and upload the respective **PDF/JPEG** file on the OBE portal, the file size of each answer should be within the 7 MB limit. Only **PDF/JPEG** format without any password will be accepted.

   (iv)   A system generated acknowledgement will be sent to the student's registered e-mail after submission of the answers sheets on the portal.

   (v)   The students who had opted for Remote Mode (Home) shall not be permitted to appear through Physical Mode (College).

b. **Instructions for the students opting the Physical Mode (College):**

   (i)   The students shall require writing the examination at their respective Colleges/Institute according to the seating plan prescribed by the College/ Institute.

   (ii)   The students shall be provided all the ICT facilities including computer by the College/Institute for downloading question paper, scanning of answer sheets and uploading of answer sheets on the OBE Portal.

   (iii)   The students shall bring the A4 Size Papers for writing the answers.

   (iv)   The students who have opted Physical Mode (College) may appear in Remote Mode (Home) if he/she desires.

Note: Answer Sheets submitted other than the OBE Portal shall not be entertained under any circumstances.

12. Please follow the steps for the submission of answer script as mentioned on the OBE portal

    Regular and NCWEB Under Graduate.

    https://obe.uod.ac.in

    School of Open Learning Under Graduate

    https://solobe.uod.ac.in

13. The access/view of question papers on the OBE Portal shall be made available as per the respective date sheets notified by the examination branch.

    Note:

    ➢ The Notifications available on the official website of University of Delhi i.e. www.du.ac.in shall only be considered authentic for all purposes.

    ➢ The above guidelines are valid only for VI Semester/III Year Annual mode for all undergraduate (UG) Programs of all streams including NCWEB and SOL.

    ➢ Further, all concerned are hereby advised to visit the official website of the University of Delhi i.e. www.du.ac.in regularly for updates related to examinations.

    ➢ Students of intermediate semesters IV (Regular and NCWEB) will be promoted by ABE mode as per approved method used during August-September 2020 examinations.

    ➢ The Under Graduate/ Post Graduate IV Semester Examinations along with Essential Repeaters, Improvement and Ex-students of II Semester of SOL will also be decided in due course after assessing prevailing Covid19 Pandemic.

<div align="right">

Sd/
Dean (Examinations)

</div>

Ref. No. Dean (Exams.)/2021/   **June 01, 2021**

CORRIGENDUM

The following amendment is made in Clause 9 of University Notification Ref. No. Dean (Exams)/2021/534 dated 21.05.2021 on subject a guideline for Open Book Examinations (OBE) Semester Examinations/Annual June-2021 using OBE Portal for final semester/term/year students for all UG/PG programmes of all streams including NCWEB and SOL in view of the COVID-19 pandemic as special measure for the academic session 2020-2021.

For: In case of poor internet connectivity/any unforeseen technical glitches etc., the student is advised to submit his/her script beyond the specified time period (5 hr) with the documentary evidence to the email ID of the Nodal Officers of the College/Department. The maximum time limit for delayed submission is 30 minutes (documentary evidence of non-submission on the portal must be attached). However, all such cases (email submission) will be examined by the Review Committee, and these answer sheets shall be evaluated based on the decision of the Review and result of such students may be delayed.

Read: In case of poor internet connectivity/any unforeseen technical glitches etc., the students are advised to submit his/her script beyond the specified time period (3 hr for writing the exam + 1 hr for downloading and uploading the script), students can submit the scripts on online portal with documentary evidence for which 60 min additional time will be given. If problem persists students can submit the scripts by email to the Nodal Officer of the college/department (maximum time limit for email submission is 30 minutes). However, all such cases (email submission and delayed submission after 3+1 hr) will be examined by the Review Committee, and these answer sheets shall be evaluated based on the decision of the Review. Students may note that all such submission delayed submission beyond 3+1 hr may cause delay in the declaration of result. For the PwD students the time of submission will be (4 hr for writing the exam + 1 hr for downloading and uploading the script), students can submit the scripts on online portal with documentary evidence for which 60 min additional time will be given, or they can submit the scripts by email and email ID will be specified in due course of time.

-Sd-
Dean (Examinations)