



गुरु घासीदास विश्वविद्यालय
GURU GHASIDAS VISHWAVIDYALAYA

(A Central University established by the Central Universities Act, 2009, No.25 of 2009)

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Ref. No. 13 /Academic/2020

Bilaspur, Date- 12/05/2020

Office Memorandum

In view of the COVID-19 pandemic and subsequent lockdown, the University constituted a committee for framing a policy/plan for Examination and Academic Calendar of the University considering location, diversity, residential status of the students and other relevant factors in the light of UGC Guidelines issued vide DO NO. 1-1/2020 (Secy) Dated 29.04.2020 and resolutions of Standing Committee of Academic Council in its meeting held on 23.04.2020. Considering relevant factors and the interest of the students, the Committee recommended policies and guidelines in its meeting held on 06.05.2020 and the same was approved by the Competent Authority.

Therefore, for avoiding academic loss and in the interest of the students of Guru Ghasidas Vishwavidyaya, following provisions/plan and guidelines have been made and are being notified hereby-

1. End Semester Examination Plan

- a. End Semester Examination for all students of Final Year/Last Semester of the programme will be conducted in groups as decided by the Dean and Head concerned.
- b. The duration of examination/question paper shall be of 03 hours.
- c. No Examination will be conducted for students of intermediate Semester.
- d. For students belonging to those semesters where only project based training/internship training the only part is in that semester, the concerned Head of the Department under the guidance of the Dean concerned may arrange the evaluation through online modes/video conferencing facilities.
- e. Looking to current situation of lockdown in the country due to COVID-19, following measures can be adopted regarding internship (i) the students can take up online internship/ activities digitally or from home (ii) they may be engaged as interns to work on ongoing projects (iii) they may be allowed a delay in the start date for internship (iv) for them, the period of internship can be reduced clubbing with assignments; as per Guidelines of UGC on internship. Keeping these guidelines in mind, the concerned Heads of the Departments can sort out the internship related issues in consultation with the Deans of their respective SoS.

2. Question Paper pattern Plan

Question paper pattern will remain same.

3. Semester Promotion Plan

No Examination will be conducted for students of intermediate Semester. Such students shall be evaluated based on provisions mentioned in para 05 and 06 (i) of pages no. 05 & 06 of UGC Guidelines.

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While promoting the students who failed/absent in the internal examination/mid tests in any programme/course, he/she has to appear for the internal examination for same course whenever it will be conducted by the University.

4. Practical Examination/Laboratory/Project Plan

Practical Examination shall be conducted as per the provisions of UGC guidelines No. 10 and/or 11 of page 06 and 07, only for Final Semester/Year examination. The Head of Department shall be authorized to conduct Practical Examination.

5. Attendance Marking Plan

- a. Doubt clearing classes/Preparation classes shall be arranged for final year/semester students only after 01.07.2020 and End Semester Examination shall be conducted from 08.07.2020 as per the examination declared by the University. Students will be asked to attend the preparation/ doubt clearing classes from 01.07.2020 to 07.07.2020. However this may not be mandatory and no attendance will be added for these classes.
- b. 100% attendance shall be counted from 18.03.2020 to 30.05.2020 i.e. for lockdown period and the total attendance for every course shall be calculated by multiplying a factor appropriately estimated for lockdown period into the actual attendance upto 17.03.2020.

The multiplication factor is given as under

Scheme to Estimate the attendance of a student in percentage

Lockdown period 18-03-2020 to 30-05-2020 was counted as 11 Week approximately

x=Actual number of classes for a particular paper held before lockdown period

y= Number of classes for a particular paper attended by a student before lockdown period

z=Number of classes per week for particular paper during lockdown period

P=Percentage of attendance of a student for the whole semester for a particular paper

$$P = \left(\frac{y + 11z}{x + 11z} \right) * 100$$

Note: Above formula is just indicative and suggestive. In case of any discrepancy, the Head of the Department can resolve issues if any regarding attendance with the consultation of concerned Dean.

6. Ph. D. Progress Report Plan

Progress Report may be evaluated through video conferencing/online mode by the DRC/RAC.

7. Ph. D. Viva Plan

The University may conduct Ph. D. Viva-Voce Examinations through video conferencing using online apps/ modes.

8. VET Exam Plan

Entrance test shall be conducted after 26th July 2020, if the situation permits.

9. Summer Vacation

Summer Vacation will be from 01.06.2020 to 30.06.2020.

10. Academic Calendar 2020-21

New Academic Session 2020-21 shall start for existing students (2nd year/3rd Year etc.) from 01.08.2020 and for fresh students from 01.09.2020. Academic Session 2019-20 will end on 31.07.2020.

11. Grievance Redressal/Public Dealing Plan

University may establish a Cell/ help desk for Grievance Redressal/ Public dealing by providing a phone number and email id for this particular activity.

12. Plan for Conducting Evaluation Viva for Major Research or Other Grant-in-Aid Project Evaluation Etc. From Government Agencies

The evaluation of MRP/ other funded projects received from UGC/DST/ other Government Agencies can be done using online mode with experts as per requirement to continue the project / research activities after approval from competent authorities of the G G University, Bilaspur.

Concerned Departments/Offices/Sections will implement above mentioned provisions/plan in its full spirit and shall also informed concerned persons/students accordingly. Above set of plans can be modified as and when Gol issues guidelines towards lockdown.

In case of any issue covered / not covered above, and/or looking to circumstances, the competent authorities of G G Vishwavidyalaya, Bilaspur shall have the powers to make appropriate amendments in the provisions mentioned above.

By Order

Registrar (Acting)

Bilaspur, Date- 12/05/2020

Endt. No. 24/Academic/2020

Copy to:-

1. PS to VC for information to HVC please.
2. All Deans of Schools of Studies, Guru Ghasidas Vishwavidyalaya for information please.
3. All Heads of Departments, Guru Ghasidas Vishwavidyalaya for information please.
4. Controller of Examination, Guru Ghasidas Vishwavidyalaya for information please.
5. Deputy Registrar, Exam Section, Guru Ghasidas Vishwavidyalaya for information please.
6. Coordinator, IT Cell for information and for uploading in website.
7. DSW, Guru Ghasidas Vishwavidyalaya for information please.
8. Incharge- Media Cell, Guru Ghasidas Vishwavidyalaya for information please.
9. Office Copy.

Assistant Registrar (Academic)