



**Jamia Hamdard**  
**Centre for Distance and Online Education**  
JH/CDOE/TEE/December\_20/12//2021

September 19, 2021

Sub: Conduct of ODL End Semester Examination, December, 2021

The Centre for Distance and Online Education (CDOE), Jamia Hamdard proposes to conduct End Semester Examination for the VI Semester of the ODL BBA Programme from 3<sup>rd</sup> October to 10<sup>th</sup> October 2022.

In this regard the following is submitted for consideration and approval of the competent authority.

1. The End Semester Examination would be held for 8 days from 3<sup>rd</sup> October to 10<sup>th</sup> October 2022. Final date sheet is attached for approval.
2. It will be Online Proctored Examination, Conducted using Google Classroom.
3. The Examination will be conducted from Morning Session 11.00am to 02.00 pm.
4. The Examinee will be given an hour after completion of the examination to upload scanned copies of their answer sheet.
5. The term end examination may be conducted for about 73 students.
6. The Online Examination shall be conducted in CDOE by their own staff.
7. Dr. Babita Singh, Assistant Professor, CDOE, Jamia Hamdard, may be the in-charge of the examination.
8. The Question paper and answer sheet would be evaluated by the examiners approved by the Vice Chancellor.
9. The paper setter and examiners may be paid as per approved norms of Jamia Hamdard for setting the question papers and evaluating the answer papers.

The Proposal is submitted for kind perusal and approval of the competent authority.

Dr. Babita Singh  
Assistant Professor, CDOE



Prof. Shahid Ansari  
Director (Officiating)

~~Registrar~~

Examination schedule of ODL End Semester exam, Dec 2021 is from 3<sup>rd</sup> Oct to 10<sup>th</sup> Oct 22, Probably it is of back log papers, as informed by Director CDOE (verbally)

In view of above the schedule and proposal as at 'X' above may be approved.

VC  
M Approved  
Registrar - M Afshar Khan  
20.9.22  
Director - CDOE

for taking action as per order of Dr. Babita RTO

