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ACCREDITED BY NAAC
A-GRADE

JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD

(Established by JNTU Act No. 30 of 2008)

Kukatpally, Hyderabad – 500 085 Telangana (India)

Dr. V.Kamakshi Prasad
M.Tech.,Ph.D.(IIT-M),FIE,MCSI, LMISTE
Professor of Computer Science and Engineering &
DIRECTOR OF EVALUATION

Letter No. EB/357/2020, dated:14-08-2020

To
The Principals of JNTUH Constituent and
Autonomous and Non-Autonomous Affiliated College

Dear Sir/Madam,

Sub: JNTUH-Exam Branch- Conduct of IV-II Sem examinations – Reg.
Ref: Letter to Principals Lr.No.EB/356/2020,dated 10-08-2020

It is proposed to conduct the IV-II semester examinations of B.Tech. and B.Pharm. Courses from 16-09-2020. The detailed exam time table will be communicated shortly. The Principals of non-autonomous colleges are informed to send the options of the students on or before 25-08-2020 (refer the ref. 1 cited above). It is also requested to furnish number of students that your college can accommodate (following Covid-19 norms). For more details, please go through the previous letter from this office(ref.1 cited above).

Some of the autonomous colleges have requested the examination branch of JNTUH(EB-JNTUH) to extend its services to conduct IV-II semester examinations of students of their respective colleges who are residing in different districts. Accordingly, it is proposed to accommodate the students of autonomous colleges, if the colleges request for the same. In this regard, the procedure to be followed for conduct of exams at other host-centers is enclosed in Annexure-1.

Your cooperation is highly solicited.

Thanking you

Yours Sincerely
Sd/-
DIRECTOR OF EVALUATION

Copy to PA to VC, Registrar and Rector, JNTUH.

ANNEXURE-1

Following procedure need to be followed by the autonomous colleges who desire to take the support from EB-JNTUH to conduct the exams at different host colleges

1. The examination calendars must coincide with JNTUH calendar. However the specific subject names may differ.
2. The autonomous colleges need to collect three district preferences (in the decreasing order of preferences) from the students and prepare a report which describe session-wise subject wise list of hall tickets and their respective counts. The students have to write all IV-II semester exams at one allotted center only. This report should be sent to EB-JNTUH. The excel file format in which the data need to be uploaded to EB-JNTUH and the Url shall be shared shortly.
3. EB-JNTUH will share with the Principals of autonomous colleges, the host college names and their addresses, to which their college students are allocated.
4. The answer booklets and other stationery items are to be packed session-wise and host college-wise and to be handed over to the office of DE five days prior to commencement of examinations. EB-JNTUH shall handover the stationary to respective host colleges.
5. The autonomous colleges need to speak to Principals of the colleges who are acting as host colleges and obtain their mail ids. The colleges need to send the encrypted question papers directly to the specific host colleges. Password is to be shared with the host college directly 30 minutes before the commencement of the examination of every session.
6. After the examinations, the material shall be collected by EB-JNTUH through postal logistic van service of the University and carryout the autonomous college-wise &session-wise bundling.
7. Two days after each examination, these answer booklet bundles and D-forms can be collected from EB-JNTUH by the respective autonomous colleges.
8. The expenditure incurred (actual) need to be borne by the respective autonomous colleges.

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Professor of Computer Science and Engineering &
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Letter No .EB/356/2020 dated 10-08-2020

To
The Principals
All the JNTUH Constituent and Affiliated colleges offering IY year B.Tech & B.Pharm courses.

Dear Sir/Madam,

Sub: JNTUH Examination Branch – IV-II B.Tech. / B.Pharm. examinations - Exam centres nearest to hometown of students - Information sought -Reg.

All the Principals of colleges offering IV year B.Tech. and B.Pharm. courses are informed to note that the University is exploring feasibility to conduct the IV-II semester examinations of B.Tech. / B.Pharm. courses to the students at the centres which are near to their respective hometowns/ villages.

The Principals are requested to make arrangements to contact all final year students and take at most three options (in the order of preference) from each student for writing their IV-II examinations. The places which the students are opting must have at least one JNTUH affiliated Engg. / Pharmacy college. The students who desire to write the exam at their parent college (where the student is studying), need not give their options. If any student does not submit his/her options, it shall be assumed that his/her parent college is his/her exam centre preference. Further if the seating capacity exceeds at all three preferences, Parent College shall be the exam centre for such students. The city/town of the parent college need not be included as a preference (by default his parent institute is his/her exam centre).

The entry of the student preferences have to be carried out by the college exam branch staff only. For the service to enter the student options, visit your college registration portal. Last date for uploading is 25th August, 2020 (Tuesday).

The cooperation of the Principals is highly solicited.

Thanking you,

Yours sincerely
Sd/-
Director of Evaluation

Copy to PA to VC, PA to Rector, RA to Registrar