

**OFFICE OF THE CONTROLLER OF EXAMINATIONS**

Ref. No.:SUN/COE/CIA-2B/Nov.2020/330

Date: - 18/11/2020

**CIRCULAR**

**Subject: - Conduction of CIA-2B ODD Semester Examinations, December 2020.**

All the students are hereby informed that CIA-2B Examination for ODD semester will commence as per the following scheduled.

Sr.No	Particulars	Schedule
1	<b>Conduction of CIA-2B Examination Online (MCQ)</b> (For all Diploma, UG and PG programme)	<b>01.12.2020 to 06.12.2020</b>
2	<b>Programme wise Schedule to be submitted to Controller of Examinations by Chief Superintendents (CS)</b>	<b>22.11.2020</b>
3	<b>Timetable to be notified to the students</b>	<b>25.11.2020</b>

**Note:**

- Students should clear his outstanding dues and Re-registration is mandatory before appearing the CIA 2B Examinations.
- Dean/ Asso. Dean of concerned school will act as a Chief Superintendent (CS) for this Examination.
- All the CS should conduct the meeting of Department faculty and Staff prior to the commencement of CIA-2B Examination.
- All the Deans/HODs are requested to refer **Exam Guidelines-2017, clause No 4.4.2** for attendance requirement for Continuous Internal Assessments(CIA)
- The entire schedule should be followed strictly.



*[Handwritten Signature]*  
18/11/2020  
**Controller of Examinations**

- CC:1. PA to Hon'ble VC  
2. The Registrar.  
3. All Deans/HoD  
4. Circulation to respective groups.