



# Delhi Technological University

(Formerly Delhi College of Engineering)

Shahbad Daulatpur, Bawana Road, Delhi-110042

No: F.6(24)/EXAM CELL/End Term/July-2024/ 9031

Dated :23.07.2024

## Norms for Evaluation of End Term Examination (Summer Semester), July - 2024

1. Evaluation Center will open from **23<sup>rd</sup> July, 2024 to 2<sup>nd</sup> August, 2024** on all the working days (9:30 AM to 6:00PM).
2. Answer books will be handed over to the examiner only after making entry in the Register available in Evaluation Center.
3. **All Answer books should be evaluated within the above stipulated time from the date of examination of the concerned course(paper). Examiner should start evaluation of Answer Books immediately after the day of the examination of their respective course(s).**
4. Examiner shall ensure that they should evaluate all the Answer books (entry of marks and signature on the front page of the answer books) before showing to the students.
5. **No Ph.D./research scholar or staff will be allowed as an accompanying person for Evaluation work in the Evaluation center.**
6. The Notice of the date, time and venue for showing the answer books to the students should be intimated through Head of the Department and Controller of Examination.
7. Examiner shall return Answer books issued to them to the Coordinator, Evaluation Center after showing it to the students.
8. The marks & grading should be uploaded on the DTU faculty portal for B.Tech. VI and VIII Semester courses ([https://cumsdtu.in/staff\\_dtu/](https://cumsdtu.in/staff_dtu/)) and for all other programmes/ semesters (<https://dtu.samarth.ac.in/>) and submit the marks and grade report and bills for remuneration of Evaluation of End Term Theory Examination in the Result Section.
9. Bills will be processed by the Examination Branch only after submission of marks & grade report in the Result Section.

(Prof. Rajeshwari Pandey)  
Controller of Examination

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### Copy to:-

1. P.A. to V.C for kind information to the Hon'ble Vice Chancellor, DTU.
2. P.A. to Registrar, for kind information to Registrar, DTU.
3. Coordinator, Central Evaluation, End Term Examination (Summer Semester), July2024.
4. All the Deans & Heads of the Academic Department of DTU.
5. Head, CC – for uploading on the website
6. OSD (Exam).
7. Guard File.

(Prof. Rajeshwari Pandey)  
Controller of Examination