



F.DTU/Examination/2025/01 34

Dated: 20.02.2025

OFFICE ORDER

Subject: - Conduct of Mid Term Examination for all UG & PG Programmes, Even Semester 2024-2025

As per Regulation R.1 (B).16 (ii) of DTU Ordinance "Mid-Term Examination will be conducted by course coordinator and the faculty members concern during the slot notified by the COE". The modalities for conducting the Mid Term Examination will be as follows: -

1. The Mid Term Examination shall be conducted from 03.03.2025 to 08.03.2025. HoDs need to ensure that the Mid-Term Examination for all the courses offered by the respective departments are conducted in the prescribed week.
2. The Mid-Term Examination should be conducted by the faculty concerned, referred as Course Instructor hereafter, in consultation with the Course Coordinator in the respective course time table slot.
3. A notification of slot/date/venue for holding the Mid-Term Examination of a course should be issued well in advance by the respective Course Instructor under intimation to HoD.
4. Time slot for Elective Courses for B.Tech Programs has been enclosed at Annexure 'A'. Examination for Elective Courses offered in multiple slots may be conducted in any one of the notified slots.
5. The data of the students registered for various courses will be provided by the Examination Branch. The Course Coordinator shall obtain the answer books and other required materials from the Stores. If needed, the question papers may be photocopied in the Secrecy Section of the Examination Branch.
6. For the courses with multiple sections, a common syllabus should be decided by the Course Coordinator in consultation with all the Course Instructors. Course Instructor for each section may set a separate question paper, however the same is to be moderated by the Course Coordinator.
7. Keeping in view the class time table slot duration, the Course Instructors may be given flexibility to decide the exam time duration, as 1Hr or 1Hr 30 minutes for their respective courses.
8. A common question paper should be set by the course Coordinator for the FEC/AEC/VAC having multiple sections. The Mid-Term Examination may preferably be conducted on Saturday in the designated slot for the examination.
9. In accordance with R.1(B).16 (iii) the Mid-Term Examination question papers shall not have any choices/alternatives.
10. Whenever necessary, seating plan to be prepared and published by the Course Coordinator of respective department.
11. All Head of the Departments & Course Coordinators are requested to submit the Date-sheet of Mid Term Examination, March, 2025 scheduled from 03.03.2025 to 08.03.2025 in the Examination Department latest by 26.02.2025. The same shall also be notified to the students and published on DTU Website through Computer Centre.

Madhukar Ch. 20/02/2025
(Dr. Madhukar Ch.)

OSD (Examination)

Dated: 20.02.2025

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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, DTU for kind information to the Registrar, DTU.
3. Controller of Examination, DTU
4. Director (East Delhi Campus) USME
5. All the Heads of the Academic Department & Deans (UG/PG/DSW) of DTU.
6. Prof. J. Panda, Center Superintendent.
7. Head (CC) with a request to upload on University website.
8. OIC (S&P) with a request to issue Answer Books and other materials to the departments.
9. Section Officer (GA) with a request to arrange refreshment as per request of departments.
10. Security Officer, with a request to security personnel at all Exam venues.
11. Guard File.

Madhukar Ch. 20/02/2025
(Dr. Madhukar Ch.)

OSD (Examination)

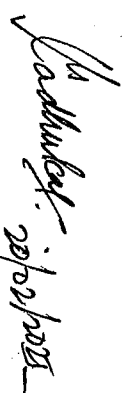
DELHI TECHNOLOGICAL UNIVERSITY

Bawana Road, Delhi – 110042

SLOTS FOR B.Tech. ELECTIVE COURSES MID TERM EXAMINATIONS (MARCH, 2025)

Date & Day	08:30 AM to 10:00 AM	10:30 AM to 12:00 PM	12:30 PM to 02:00 PM	02:30 PM to 04:00 PM	04:30 PM to 06:00 PM
03.03.2025 (Monday)	E1			E7	
04.03.2025 (Tuesday)	E5				E6
05.03.2025 (Wednesday)				E3	
06.03.2025 (Thursday)			E9		
07.03.2025 (Friday)		E4			E2
08.03.2025 (Saturday)	E8	AEC/VAC/FEC (10:30 AM TO 11:30 AM)		E10	

Note: - Elective courses offered in multiple slots shall be conducted on any one of the notified slots.


(Dr. Madhukar Ch.)
OSD (Examination)