



**EXAMINATION BRANCH**

MANUU/Exams.I/F.Circular/2020/ 4221

29<sup>th</sup> June 2020

**CIRCULAR**

**Sub: MANUU – Exam Branch – Timeline for Submission of Internal Assessments etc. – Reg.**

All the Teaching Faculties are requested to finalize **marks** for Internal Assessments of Theory / Practicals / Field work Assessments / Internships / Masters Dissertaton / Viva Voce etc., of **Final Semester** and **Intermediate Semester** students for the current session **2019-20** for all the Courses. The **duly Moderated Marks** should reach the **Examination Branch** by **03.07.2020** , and a **softcopy** should be marked to the **CIT** ([director.cit@manuu.ac.in](mailto:director.cit@manuu.ac.in)) in the following format (Excel) for uploading into IUMS.

Faculty Name ..... Programme Name..... Semester .....  
Paper Title ..... Paper Code ..... Max. Marks .....

Sl. No	Roll Number	Enrollment No.	Name	Marks Obtained

  
Controller of Examinations

Copy to:

1. All the Deans of the Schools of Studies (for information)
2. All the Heads of the Departments (for information to the faculty)
3. Vice Chancellor's *Peshi*
4. Registrar's *Peshi*
5. Director i/c, CIT (for necessary action)
6. Concerned File.