

**INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD- 826004**  
**EXAMINATION SECTION**

No. Exam/219929/2016-17/WS/Regular

Date: 21/02/2017

**NOTICE**

**WINTER END SEMESTER (REGULAR) EXAMINATION 2016-17**

1. Winter End Semester (Regular) Examination 2016-17 for all Undergraduate Postgraduate & Research Scholar is scheduled from 18.04.2017 to 28-04-2017 for all discipline/programme.
2. The candidates appearing as Repeater/Carry Over papers are required to submit their Examination form **Through MIS Portal** and submit a copy of online exam form forwarded through respective HODs/Course Coordinators to examination section before 22.03.2017 for making necessary arrangement. Research Scholars, desirous of appearing in the examination, may also submit their Examination form to the examination section as per details below:

**Examination Fee Rs. 500/- each paper**

- (i) **If any carryover/Repeater students, who were admitted before 2013.**
- (ii) **Research Scholars:**
- (iii) **Last date for submission of Examination form for Carry Over /Repeaters/Research Scholars:**
  - (a) **Without late fee** : **From 23.02.2017 to 22.03.2017**
  - (b) **With late fee of Rs. 1000/-** : **up to 27.03.2017****No form will be accepted after 27.03.2017**

3. **All HODs/Course Coordinators are requested to notify and send a copy of the list of failed students (for X Semester) in the Mid Semester Examination (WS 2016-17)** to the Examination Section by 12.04.2017. If no information is received by this date, it will be presumed that no student has failed in the Mid Semester Examination and accordingly, students will be permitted to appear in the End Semester Examination.
4. Dean (SW) is requested to issue list of defaulter students (shortage of attendance) in the MIS and send a copy to the Examination Section latest by 13-04-2017 by 6.00 pm for making necessary entries in the attendance sheets.
5. HODs/Course Coordinators will arrange for approval of examination form on the MIS Portal by 20-03-2017.

Joint Registrar (Exam & Acad)

Copy to:

- DT/RG
- All Deans/Associate Deans/ HODs/ PCE/ Faculty-in Charge (T&P)/Librarian-in-Charge/ Chief Hostel Warden/Cashier/AP (Workshop)/ AR (SW)
- Chairman, Office Automation Committee – for information and necessary provisions in the MIS portal.
- In-Charge (Penman Auditorium)/ Caretaker, Lecture Hall Complex- With a request to reserve Penman Auditorium for examination during above period.
- SEO- to ensure cleaning of all examination venues namely NLHC, Penman Hall, all Examination rooms of ME & MME Building, New Petroleum Engg. Building before & during the examination period.
- Campus Engineer, ISM – to ensure uninterrupted electric & water supply in all examination venues.
- Web Master/ ISM website to arrange hoisting on the website.
- All notice Boards.