



महात्मा गाँधी केन्द्रीय विश्वविद्यालय, बिहार  
**MAHATMA GANDHI CENTRAL UNIVERSITY, BIHAR**  
[A Central University established by an Act of Parliament]  
Dr. Ambedkar Administrative Building, Near GP Thana, Motihari - 845 401, District - East Champaran, Bihar

F.No.1-3/MGCUB/CoE/2020(Part II)/1729

Date: 08<sup>th</sup> August 2023

**NOTICE**

**Subject: Conduction of End-Semester Examinations of Even Semester of various UG Programmes & Special Back Paper Examinations -Regarding.**

1. This is with reference to the office order No. MGCU/Acad./ Academic Calendar/2022-23/, dated 12<sup>th</sup> September 2023.
2. This is hereby notified for information of all the Heads of various teaching departments to conduct the End-Semester Examinations of **U.G. Programmes (B.Tech. Semester-IV & VI, B.Com. (Hons) & B.A.J.M.C (Semester-IV)) and Special Back Paper Examinations** for the student of passing out batches (in academic session 2022-23), as Centre Superintendent at departmental level, under offline mode with the following schedule.

| Sr. No. | Subject                                                                                                                                              | Date-Schedule                                                |
|---------|------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| 1.      | Preparation of End-Semester Examinations and Practical Examinations i.e., Project Work/Field Work-Report/Training Report/ Dissertation /Seminar etc. | 17 <sup>th</sup> August 2023 to 21 <sup>st</sup> August 2023 |
| 2.      | Theory Examinations                                                                                                                                  | 22 <sup>nd</sup> August 2023 to 30 <sup>th</sup> August 2023 |
| 3.      | Submission of Result/Award Sheets (in the prescribed proforma) to the O/o CoE<br>(Answer Scripts are to be kept for record, at departmental level)   | 05 <sup>th</sup> September 2023                              |

3. In this regard, all Heads of various teaching departments are informed to notify the Scheme/Time Table of End-Semester Examinations and Special Back Paper Examinations (in the prescribed Proforma, copy enclosed) at the level of department after approval of the respective Dean of school and copy of the same is to be communicated to the office of CoE, respective Campus Director and Proctor; latest by 16<sup>th</sup> August 2023.
4. The pattern of Question Paper shall be same as prescribed in the Ordinance No. 20.
5. The students who have Back-Papers/F-Grades (in the respective semester (s) i.e., semester IV/VI of B.Tech. and Semester IV of B.Com. (Hons) and B.A.J.M.C) shall be considered for End Semester Examinations as per provisions of section 20 of Ordinance No. 20, after submission of Back Paper/Re-Examination form with deposition of requisite amount of fee.
6. Further, Special Back Paper Examinations are to be conducted for the students of passing out batches (in academic session 2022-23), during above stated time period.
7. Campus Directors of different campuses of the University are hereby authorised to take necessary action to ensure free and fair End Semester Examinations.

This bears the approval of the Competent Authority.

(Dr. Krishna Kant Upadhyay)  
Controller of Examinations

Enclosure: As stated above.

**Copy of the above forwarded to the following for information and necessary action.**

1. The OSD (Administration) (I/C), OSD (Finance) (I/C) and Campus Directors.
2. All the Deans of different Schools-**Supervision to ensure free and fair ESE.**
3. The Dean (R&D), DSW, Proctor and Provost.
4. Professor In-charge Examinations-**for information and necessary supervision of ESE.**
5. All the Heads of different teaching Departments- **for information and necessary action.**
6. Deputy Registrar/Associate Controllers.
7. Member Secretary, University Website Committee - **to upload the same on the University website.**
8. PS to VC /PRO for kind information of Hon'ble Vice-Chancellor.
9. Section Officers (Estt./Finance).
10. Guard File.
11. Office records.

(Manish Kumar Jaiswal)  
Assistant, O/o Controller of Examinations

परीक्षा नियंत्रक  
**Controller of Examinations**  
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