



EXAMINATION BRANCH
Osmania University
(Re-Accredited by NAAC with A+ Grade)

Examinations Pertaining to PG Final Semester

M.Sc/MA/M.Com/M.S.W./M.Lib.Sc/MJ&MC/M.Com(IS) (CBCS Regular, Backlog & Improvement) (Conventional and Professional) Students for the Academic Year 2019-2020

Special Instructions to Chief Superintendents

1. The University has decided to conduct the theory examinations of final semester/ final year in Offline/conventional mode.
2. In view of COVID-19 pandemic situation, it is decided to constitute the PG examination centres at certain district headquarters outside the Osmania University jurisdiction also so that the students who are now located in their native places may go to nearest district centre to write the examinations. To this extent, a software application will be provided in the University website for the students to exercise their option to select the nearest examination centre. The Principals of the colleges have to coordinate this activity, so that the students from their respective colleges exercise the option for choosing the examination centre for appearing for the examinations
For those students who do not exercise any option, the university will allot the examination centre.
3. All the Colleges, where examination centres are constituted, are requested to strictly adhere to the COVID-19 protocols and take every step to sanitize the rooms/premises before and after every examination session and hand sanitizers and, if needed the face masks, must be made available to the students and staff. **All those entering into the premises must be thermally screened before being allowed to into the centre.**
4. All the students shall be advised to attend the examinations scheduled by the the University as per the Govt. Memo No.1676/MC/2020, dated 07-09-2020 to save their precious academic year and to proceed further in their career.
5. It is also informed that for such students who will not be able to appear for all examinations of the semester/year, for reasons of health or other unavoidable situations, the University will conduct another special examination as and when feasible.
6. The **Second Internal Test**, if not conducted already, may be conducted by respective colleges in Online/Offline or blended mode and the marks of the same should be uploaded through the link provided by the Examination Branch.
7. Conduct of **Practical Examinations/Project/Seminar/internships vivas** is entrusted to the Principals of respective colleges, who can take all necessary steps, including appointment of the examiners. Practical examinations may be conducted in Offline/Online mode and scripts of the same should be sent to the examination branch after uploading the marks through the link provided by the branch. Project/Seminar/internships vivas may be conducted in online mode.
8. In the case of **MBA projects/Seminars vivas**, no examiner should evaluate more than **180 students**, failing which their bills will not be processed for payment.
9. **Marks once uploaded by the colleges are final and there is no provision for any alteration.**
10. The above special provision shall be applicable only for the current academic session 2019-2020 as a one-time measure due to COVID-19 pandemic situation.

Date: 06-10-2020



S. V. S. V.
06/10/2020
Controller of Examinations