



J. C. Bose University of Science & Technology YMCA Faridabad

(formerly YMCA University of Science & Technology)

Sector 6, Faridabad (HARYANA) – 121006

A State Govt. University established vide State Legislature Act 21 of 2009

Ph-0129-2310131, 2210372, 2242141, 2242143 (Fax) web: www.ymcaust.ac.in



Ref. COE/Conduct/Notice/903

Dated: - 04.12.2020

Subject: - Notice for filling of Examination Forms for Odd Semester Examinations (UG/PG Courses) of students of Echelon Institute of Technology, Faridabad.

With reference you're your email dated 03.12.2020, regarding submission of continuation return for 3rd & 4th year students (only), the EIT is hereby allowed to submit the examination forms for the End-Semester examinations to be commenced w.e.f Dec 21, 2020. Accordingly, the web-portal for submission of examination forms for 5th and 7th semester students is hereby opened till Dec 7, 2020.

2. EIT is required to submit the examination forms along with applicable fee. Thereafter, the cut-lists of students along with fee receipts are to be submitted to this office up to 08/12/2020 with signature & stamp of Head of the Institution. To expedite the process, it will be appreciated that EIT submits all these within the stipulated time.
3. Practical Exams (except in 2020-21 admitted students) are to be conducted from 08.12.2020 to 17.12.2020, **External practical examiners will be deputed/assigned by the University. (For all affiliated Institutions).** After filling of the examination forms.
4. Portal for filling of Sessional & Practical Awards will be open till 18.12.2020, the EIT is required to submit signed copies (by Internal & External examiners duly verified by Head of Institution with stamp) of all type of awards & other documents till 21.12.2020 in Examination branch.
5. A student detail performa is enclosed with this notification. The EIT is required to provide Mobile nos. & email id of each and every student (separately for Regular & Re-appear students) by 10.12.2020 as per format in Excel sheet (Soft & hard copies, related to online exam) for further necessary.
6. Further, EIT is advised to verify the schemes and subject details / internal or external marks distribution of all courses before subject booking and in case any discrepancy is found, same should be reported immediately to Academic Section for removal.

[Signature] 04.12.2020
Assistant Registrar (Exams)
for Controller of Examinations

[Signature] 04/12/2020

- CC: -
- Director-Principal, EIT Faridabad
 - PA to the Hon'ble VC/Registrar for kind information
 - DR /AR (Academic/Affiliation)
 - System analyst with a request to upload this notification on the website and open the portal as per given schedule.