



GURUGRAM UNIVERSITY, GURUGRAM

(A State Govt. University established under Haryana Act 17 of 2017)

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No. GUG/Conduct/2023/ Q21

Dated: 19-05-2023

To


All the Principal of Colleges (Except Education Colleges)
Affiliated with Gurugram University, Gurugram

Sub: Clarifications regarding the batch size/ sessions for Conduct of Practical Examinations.

Sir/Madam,

Kindly refer to the subject cited above. In this regard, on the recommendations of the committee, I have been directed to issue the following clarifications:

1. The Practical Examinations may be conducted as per the batch size as defined by DHE for UG/PG in multiple sessions i.e. for 3-4 hours practical sessions: 02 sessions are mandatory and 1-2 hours practical: 04 sessions are mandatory. **However, TA/DA will be reimbursed strictly as per Haryana Govt. Rules.**
2. The awards are to be uploaded on the ERP portal on the same day of Practical Exams of particular paper and proof of uploading of Practical awards is to be countersigned by External Examiner on the spot and required to be attached with Remuneration bills mandatorily. In case of any technical issue on the day of Practical Examinations, the award duly signed by External Examiner & Internal Examiner may be submitted to the University through E-mail and the same may be attached as proof with the bills.


**Superintendent (Conduct)
For Controller of Examinations**

Copy to:

1. Principal, Govt. College, Jatauli w.r.t. Memo No. GCJHMG/8490 dated 10-05-2023.
2. Dean Academic Affairs/Deans of Colleges/COE.
3. Dealing Clerk, Bills, Conduct Branch.
4. OSD to Vice-Chancellor/Assistant to Registrar.