



GURUGRAM UNIVERSITY, GURUGRAM

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

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No. GUG/Conduct/2022/ 120-158

Dated: 7/11/2022

To

1. The Chairperson/In-charge
UTDs, Gurugram University, Gurugram.
2. All the Principal of Colleges (Except Education Colleges)
Affiliated with Gurugram University, Gurugram

Sub: Schedule of Examinations for the session January 2023.


Sir/Madam,

Kindly refer to the Academic Calendar for the session 2022-23. In this regard, I have been directed to inform that the Examinations of the Odd Semesters are scheduled to be commenced **w.e.f. 09-01-2023**. Accordingly, the schedule for Subject Bookings/ Filling-up of Examinations Forms for the above said Examinations is as under:

Sr. No.	Particulars	Last Date Without Late Fee	With late Fee of Rs. 1,000/- per candidate	With late Fee of Rs. 2,000/- per candidate	With late Fee of Rs. 8,000/- per candidate
1.	Subject Booking/ Filling of Examinations Forms for 3 rd /5 th /7 th Semester Fresh Students and for Re-appear Students	25-11-2022	Within 07 days from the last date without late fee	Within 15 days from the last date without late fee.	Up to 15 days prior to the commencement of Examination as per schedule.
2.	Subject Booking/ Filling of Examinations Forms for 1st Semester Fresh Students (Except B. Pharmacy)	10-12-2022	Within 07 days from the last date without late fee	Within 15 days from the last date without late fee	Up to 15 days prior to the commencement of Examination as per schedule.
3.	Subject Booking/ Filling of Examinations Forms for 1st Semester Fresh Students of B. Pharmacy.	20-12-2022	Within 07 days from the last date without late fee	Within 15 days from the last date without late fee	Up to 15 days prior to the commencement of Examination as per schedule.

It is also clarified that No College/ UTD/ Students will be allowed for Subject Booking/ Filling-up of Re-appear Examination Forms after beyond above schedule and *the number of teaching days are to be completed by the concerned teacher (s) as per the instructions of the Academic Calendar.*


The detailed instructions/ Fees/ Standard Operating Procedure for Subject Booking/ Filling-up of Examination Forms have already been circulated vide University Letter No. GUG/Conduct/2022/77-115 dated 07-11-2022.


Assistant Registrar (Conduct)
for Controller of Examinations

Endst. No. GUG/Conduct/2022/ 159-162 Dated 7/11/2022

A copy of the above is forwarded to the following for kind information and necessary action:

1. Dean Academic Affairs/Deans of Faculties/Dean of Colleges/COE/Finance Officer.
2. Deputy Registrar (IT), for uploading on university website.
3. In-charge, AIMS ERP, for necessary updates on the portal.
4. OSD to Vice- Chancellor/Assistant to Registrar for kind information.


Assistant Registrar (Conduct)
for Controller of Examinations