

OFFICE OF ASSOCIATE DIRECTOR (A)
CIRCULAR

3227/AD(A)/C/ 33 /2021

Apr 2021

SESSIONAL –II EXAMINATION : EVEN SEM 2021

1. All concerned faculty member taking higher semester classes are requested to conduct online Sessional-II examination starting from 22 Apr 2021 to 28 Apr 2021 in the duration mentioned below:

	Duration
Sessional-II	22 Apr -28 Apr 2021

2. **Total marks allotted to be of 15 Marks and the maximum duration will be of 30 minutes.**
3. Sessional-II to be conducted in platform – **Microsoft Teams.**
4. Sessional-II will be conducted by course co-ordinator alongwith subject teacher/section teacher & DTTO.
5. All online theory classes are suspended during the Sessional-II duration.
6. HODs are requested to forward the time table of online Sessional-II examination to the office of AD(A) and monitor the same for the higher semester.
7. **This supersedes the earlier circular No. 3227/AD(A)/C/31/2021 dated 15 Apr 2021.**



[Signature]
16/4/2021
(Prof. (Dr.) Sangeeta Jha)
Associate Director (A) i/c

To,

1. All HODs - with a request to disseminate the same to all faculty members and students of your respective department.
2. CTTO - with a request to inform all DTTOs
3. Head SMU-IT - to upload the same in the institute e-notice board.

Copy to

1. Director, SMIT - For information please.
2. All Students' notice board