



**R.A. Podar College of Commerce and Economics (Autonomous)**

**Matunga, Mumbai-19**

**Controller of Examination Report**

**2019-20**

**Dr. Vinita Pimpale**

**Controller of Examination**

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The Office of the Controller of Examinations (COE) started functioning since the College became autonomous in 2019-20. The evaluation is both formative and summative. The method of Evaluation is systematically and periodically remodelled according to the needs of the time. Office of Examinations has taken several initiatives to ensure fair and transparent Examination. All precautions are being taken to minimize any error during paper-setting, moderation and printing of question paper, conduct of examination, coding-decoding and assessment, posting of marks on the answer books, award lists, result processing and declaration, issue of statements of marks and various certificates. High level of confidentiality is maintained during the entire examination process.

## Members of the Examination Committee for 2019-20

1. Principal Dr. Shobana Vasudevan
2. Vice Principal S. Natarajan
3. Vice Principal Kavita Jajoo
4. Manjusha Sawant
5. Mr. Kapildeo Indurkar
6. Sudarshana Saikia
7. Dr. Vinita Pimpale
8. Divya Lalwani

## Pattern – CBCS – Choice-Based Credit System

- **Continuous Internal Evaluation – 40 marks**

A process that evaluate the learner and covers all features of learner growth and development.

Two-fold Objectives –

- Continuous evaluation and assessment of broad – based learning
- Identify the behaviour outcome (growth & development of learner)

Techniques used for internal evaluation for various courses are as follows:

Quiz / Case Study / PPT Presentation / Assignments / Test / Project / Reviews / Debates & Discussion

- **Semester end examination – 60 Marks**

(Question Paper Setting as decided by the Board of Studies)

Semester End Examination carrying 60 marks shall be of 2 Hours duration. Theory Question Paper Pattern is as per the decision of the respective Board of Studies and approved by the Academic Council.

- All questions shall be compulsory with internal choice within the questions.
- Questions may be subdivided into sub-questions a, b, c,... and the allocation of marks depends on the weightage of the topic.

## Process

Question Paper (3 sets) - Question paper review panel of experts.

The Objectives - to assess whether the entire syllabus is covered and thoroughly review and strengthen the question paper setting process.

No of question paper sets for which exams are held per semester

UG	Program	Courses	Total Question paper sets (each course 3 sets)
	BCom	60	180
	BMS	66	198
	BCom (Actuarial Studies)	14	42
PG	MCom Part-I	8	24
	MCom Part-II	14	42
<b>Total</b>			<b>486</b>

The college followed university guidelines for the conduct of examination and a different pattern & for UG (FY) & PG.

Due to COVID-19 pandemic, college closed down from 17<sup>th</sup> March 2020. TY Exams were held online for some courses in the month of October 2020, SY Exams were not held and FY last two papers exams were not held.

### **Number of Exams held**

#### **Odd semester - 33 examination**

UG: 03 programs x 03 classes x 03 exams (Regular + Additional + Supplementary) = 27 exams

PG: 01 program x 02 classes (Accountancy and Business Mgt.) x 03 exams (Regular + Additional + Supplementary) = 6 exams

#### **Even semester – 33 examination**

UG: 03 programs x 03 classes x 03 exams (Regular + Additional + Supplementary) = 27 exams

PG: 01 program x 02 classes (Accountancy and Business Mgt.) x 03 exams (Regular + Additional + Supplementary) = 6 exams

### **Conduct of Exam**

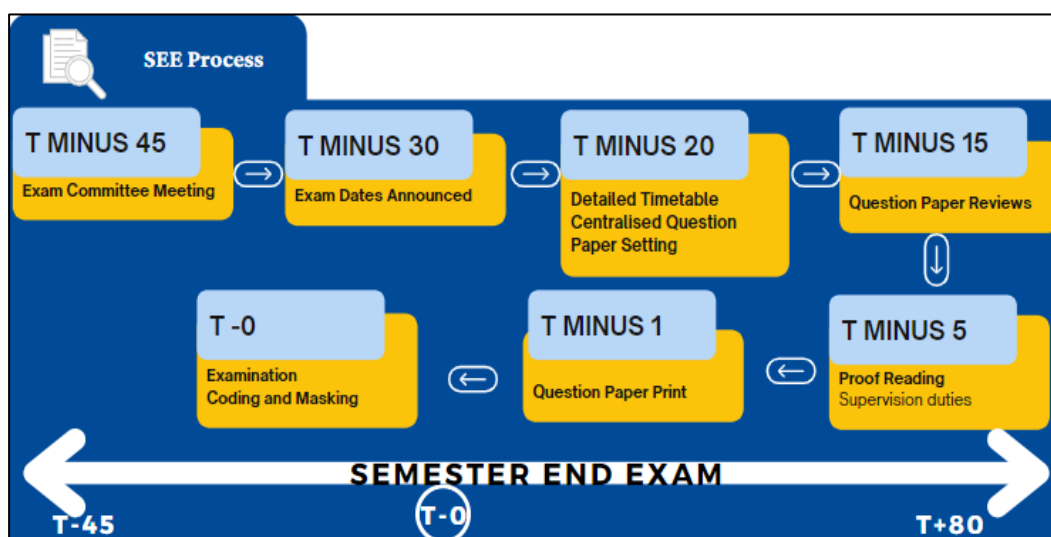
1. There shall be one semester end examination in each semester for every theory course and shall be conducted centrally as per the schedule indicated in the academic calendar.
2. Seating arrangement shall be prepared centrally by examination cell (Office Superintendent / Sr. clerk) taking into considerations the total number of students appearing for the examination and infrastructure available.
3. The appointment of the required number of invigilators shall be done by Examinations section as per the examination schedule. The invigilators shall be from among the faculty. It is mandatory for the course faculty to be available for invigilation during the exam of concerned course. On the day of examination, the examination members shall bring the set of question papers 10 minutes prior the commencement of the examination to the examination hall.
4. The invigilators assigned duty for an examination shall report to the Examination Section 30 minutes prior to the commencement of the examination.
5. Invigilators shall distribute the answer books to the students at least 10 minutes before the start of the examination, and question papers at beginning of the examination. He/she shall check the Identity Cards of the students', check whether the students have occupied their right seats as per the seating arrangement, check whether students have correctly filled the details on front page of answer books and then shall sign on the answer books of the students. He shall then obtain the signature of the students on the attendance Performa and maintain the record of the absent students of his/her block.
6. Invigilator shall check the general discipline in the block during the conduct of examination and report the cases of indiscipline, misbehaviour and copying to the Controller of Examinations for further necessary action.

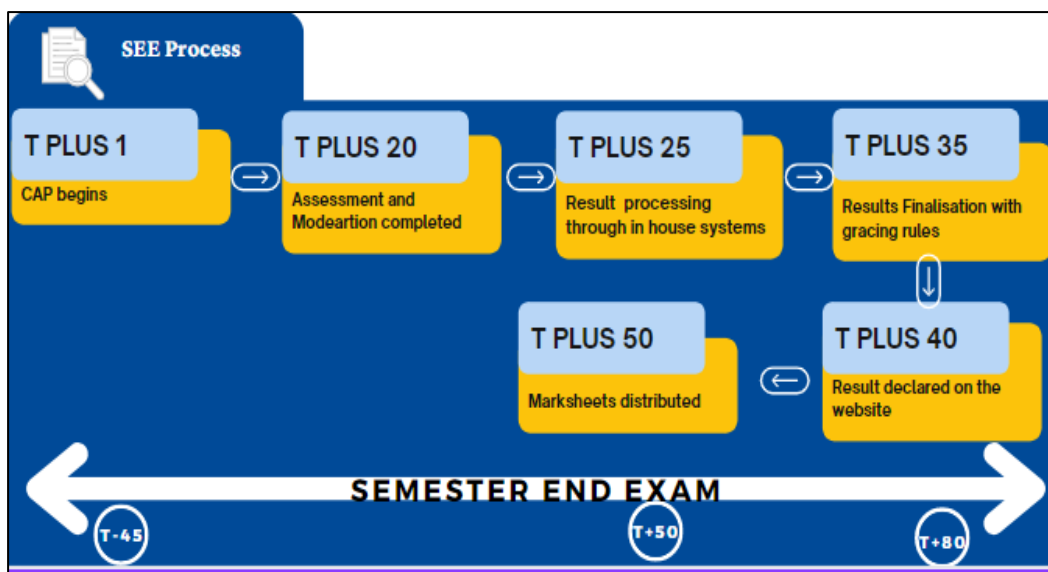
7. At the end of the examination, invigilator shall collect the answer books from the students and arrange them sequentially as per examination seat numbers of the students, separately for each course, and hand it over to Examination Section.
8. Students are allowed in examination hall up to 20 minutes after commencement of the examinations.
9. Controller of Examinations & Deputy Controllers shall be responsible for smooth and proper conduct of examination in the Institute. Controllers shall –
  - a) Plan for smooth conduct of examination.
  - b) Supervising the plan for seating arrangement, by taking into considerations the total number of students appearing for the examination and seating arrangement available in the institute.
  - c) Get the examination schedule prepared for the entire programme and send the copy of the same to Chairperson and Head of Departments.
  - d) Receive the cases of misbehaviour, malpractices and copy cases from invigilators or assessors and forward the same to Redressal Committee for further necessary action.
  - e) Receive the list of external examiners (for conducting practical/viva-voce examinations) for various courses from Department Controllers / Chairman BOS for record purpose.
10. Controller of Examinations shall assign examination duties as per following structure
  - a) Invigilator: Teaching faculty can be appointed for invigilation and reliving duties of examination. One invigilator for a block of 30-40 students shall be allotted.
  - b) Reliever: as per requirement
  - d) Examination Peon: as per requirement
  - c) Support staff: as per requirement.
11. On each day of examination, Controller of Examinations/Department Controllers shall open the required number of packets of question papers up to 30 minutes before the start of examination. Prior to opening, however, he/she shall sign on all the packets indicating the date and time of opening the packets. Chairman/ Controller of Examinations/ Deputy Controller shall take rounds in different examination blocks to ensure that overall discipline is being maintained during examination.
12. Controller of Examinations shall forward the cases of misbehaviour, indiscipline, malpractices, attempt to copy, copying cases to Unfair Means Inquiry Committee.
13. If any examinee is not in a position to write at all, or write as fluently as normal student, on account of physical disability or injury due to an accident just before the examination and produces a medical certificate from the registered medical practitioner to that effect, then a writer shall be allowed to such examinee.
14. Such a writer shall neither be a student or a degree holder of any programme / course of this institute or any other Institute in which the examinee is appearing for the respective examination. The examinee shall, however, require applying in a prescribed Performa to Controller of Examinations asking for permission to allow for such a writer. Controller of Examinations shall then verify the medical certificate and give a permission letter to the examinee for using the writer. Controller of Examinations shall then take the undertaking from the writer in a prescribed Performa. Such examinee shall

produce the permission letter from Controller of Examinations for using writer to the invigilator.

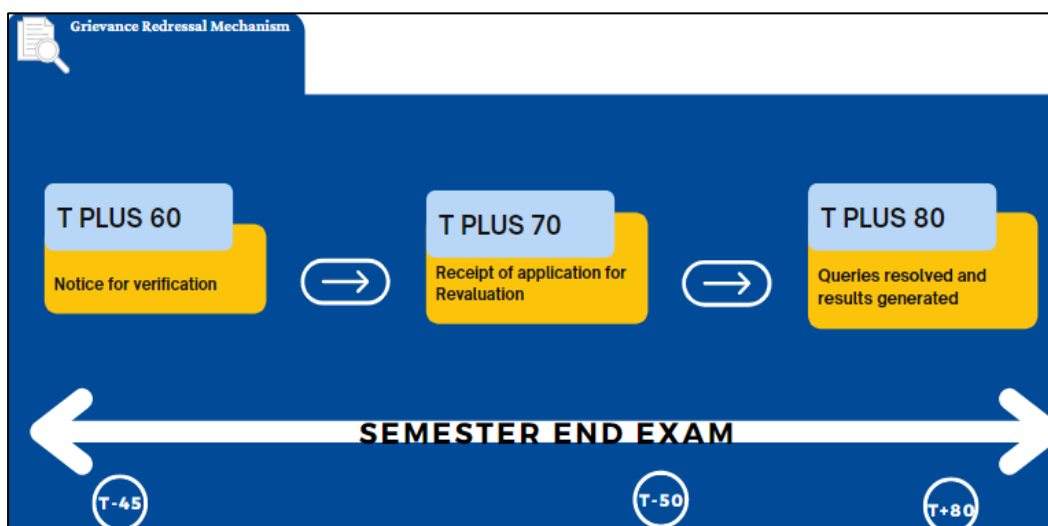
15. In case of physically challenged/Learning Disable examinee, he/she may be allowed an extra time of 30 minutes for writing the examination for all the courses, provided he/she seeks permission from convener examination for extra writing time on account of his/her disability by producing medical certificate from competent authority to this effect.
16. After receiving the answers books from invigilators, Examination section staff shall check them as per the attendance record submitted by the invigilators and in case of multiple course if external are conducted in the same hall / block, the exam section staff check if the answer books of each course are sorted out separately.
17. Controller of Examinations/ Deputy Controllers shall direct the Examination section staff to tie the bundles of answer books of each course separately along with one copy of question paper, copy of attendance sheet and pack them.
18. Examination Section staff shall maintain the account of answers books and supplements received and consumed for the examination. The examination section shall also prepare the bills of remuneration of all staff involved in the examination work.
19. Students are allowed to enter in the Examination Hall up to 30 minutes after Commencement of Examinations for End Semester and Re - examinations.
20. Any student who remained absent in MSE on genuine grounds which is up to the satisfaction of the head of the institution shall be given one more chance to reappear of that Course in the respective semester.

### Conduct of Exam- Process





### Grievance Redressal



### Examination Schedule

Programme Name	Prog. Code	Semester/ year	Start date of the last semester-end/ year- end examination	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
FYBCOM	1	I / 2019-20	10-10-2019	17-10-2019	13-11-2019
		II/ 2019-20	11-03-2020	19-10-2020	30-10-2020
SYBCOM		III/ 2019-20	30-09-2019	09-10-2019	05-11-2019
		IV / 2019-20	21-03-2020	13-10-2020	30-10-2020
TYBCOM		V / 2019-20	10-10-2019	18-10-2019	14-11-2019
		VI / 2019-20	11-03-2020	13-10-2020	30-10-2020
FYBMS	2	I / 2019-20	10-10-2019	17-10-2019	13-11-2019
		II/ 2019-20	12-10-2020	19-10-2020	30-10-2020

SYBMS		III/ 2019-20	30-09-2019	09-10-2019	05-11-2019	
		IV / 2019-20	12-10-2020	13-10-2020	30-10-2020	
TYBMS		V / 2019-20	10-10-2019	18-10-2019	14-11-2019	
		VI / 2019-20	12-10-2020	13-10-2020	30-10-2020	
FYBAS		3	I/ 2019-20	10-10-2019	17-10-2019	13-11-2019
		II/ 2019-20	12-10-2020	19-10-2020	30-10-2020	
MCOM Part I (Accountancy and Business Mgt)	11	I / 2022-23	18-11-2019	21-11-2019	04-12-2019	
		II/ 2022-23	03-04-2020	13-10-2020	26-10-2020	
MCOM Part II (Accountancy and Business Mgt)		III/ 2022-23	12-10-2019	15-10-2019	28-10-2019	
		IV / 2022-23	03-04-2020	13-10-2020	26-10-2020	

### Mode of Examination

Under Graduation	Aided & Self Finance	
	Even	Odd
FY	Offline	Offline
SY	Not conducted	Offline
TY	Offline and online	Offline

Post Graduation	Even	Odd
FY	Not conducted	Offline
SY	Online	Offline

### Result Analysis

Sr.No	Program	Semester	Registered	Appeared	Cleared	Pass %
1	BCOM	SEM I	775	752	464	61.70
2		SEM II	775	775	637	82.19
3		SEM III	777	769	480	62.42
4		SEM IV	777	776	658	84.79
5		SEM V	775	767	665	86.70
6		SEM VI	775	772	747	96.76
7	BMS	SEM I	117	116	89	76.72
8		SEM II	117	116	115	99.14
9		SEM III	120	118	103	87.29
10		SEM IV	120	120	120	100.00
11		SEM V	117	117	116	99.15
12		SEM VI	117	117	117	100.00

13	BAS	SEM I	13	13	10	76.92
14		SEM II	13	13	13	100.00
15	M.COM (ACC & BM)	I	155	147	99	67.35
16		II	155	155	140	90.32
17		III	108	102	86	84.31
18		IV	108	101	98	97.03

**Pass Percentage of Final Year Student in the Academic Year 2019-20 is 98.44 %.**

#### Revaluation

Programme name	Semester	No. of Complaints Received	No. of cases where change happened	Number of students appeared in the examinations
FYBCOM	I	1	1	796
	II	0	0	796
SYBCOM	III	18	11	777
	IV	4	2	777
TYBCOM	V	28	16	775
	VI	0	0	775
FYBMS	I	0	0	119
	II	0	0	119
SYBMS	III	0	0	120
	IV	0	0	120
TYBMS	V	0	0	117
	VI	0	0	117
FYBAS	I	0	0	13
	II	0	0	13
M.COM PART-I	I	0	0	159
	II	0	0	159
M.COM PART-II	III	0	0	108
	IV	0	0	108

#### Summary:

Aided & Self Finance	No. of student Appearing	No. of cases where change happened
FY	1	1
SY	22	13
TY	28	16
PG	Nil	Nil
Self-Finance	Nil	Nil



### Learner centric initiatives introduced in 2019-20

- In the year 2019-20 batch the college has implemented autonomy for all classes, students who have dropped out of the system and want to come back were accommodated in the autonomous system, and a resolution was passed that the examination pattern will remain as autonomous only. The grading system is as prevalent in the year the Learner took admission.
- Supplementary examination reforms – it was resolved and passed that for all classes even and odd semester supplementary examination will be held in June and the learner would be given an extra chance to appear for the unsuccessful courses. This could make the learner eligible for admission to the next year and support them from losing a year.
- Both Marks and grades added to the mark sheet removing the need for a conversion certificate.
- External Question Paper Review Panel for rigorous evaluation to enhance the credibility of the examination system, increasing transparency and accountability.
- Technological support was provided to the visually challenged student.
- In addition to the above reforms, the examination committee continued with the following for the effective conduct of the examination:

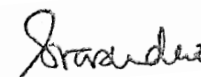
Sl. No.	Initiatives	Outcome(s)
1	3 sets of question papers are set for each course semester-wise	Confidentiality in the question paper selection
2	Setting the question papers from all the units	Equal weightage in the course for all module
3	Question papers are printed in the college itself	Maintain secrecy
5	Preparation of detailed Model answer and marking scheme of evaluation by internal course Teacher	1. Uniformity in the evaluation among the evaluators. 2. Fair and balanced assessment for the students.
6	Appointment of Facilitators for each class to monitor the semester end examinations as well as handle the entire examination work of their class	Strict vigilance for smooth conduct of examinations The controller of examination is available to answer queries of the learners due to reduced examination routine jobs which are handled by the class facilitators.
7	Establishment of Centralised Assessment centre	1. Confidentiality and custody of answer booklets are ensured 2. Declaration of results within the stipulated time.
8	Masking and Encoding and decoding of answer booklets	Provides confidentiality and unbiased evaluation

9	The Internal Evaluation marks and the semester end evaluation marks are integrated and printing on Marksheets	Helps Final results processing faster and students is able to judge the weakness and strength in a particular course.
10	Automation of examination management system	1. Improvement in reliability, efficiency, security, transparency, confidentiality and accuracy in the entire process. 2. Software developed by the institute provides flexibility to incorporate autonomous curriculum requirements.
11	Revaluation system	Answerability of the evaluation process and bring in transparency of the entire assessment
12	Additional examinations and timely publication of results & issuing mark sheet on time	Provides more scope to Last year students for their placements and higher studies
13	Addition of security features in mark sheets.	Maintaining integrity of the document issued
14	The Learning disability learner concessions on production of relevant proof/documents.	Additional examination time and a scribe during their semester examinations

\* The expected outcome mentioned above have been achieved.



**Controller of Examination**



**Principal & Chief Controller of Examination**

## Remuneration Circular for Examinations

### University of Mumbai



No. Exam.VCD/DBOEE/ICD/2017-18/325

WHEREAS the rates for the remuneration for the teachers and non-teaching staff engaged in Examination Work Conducted by the University need to be revised.

**AND**

WHEREAS there is a demand for the revised rates for the teachers and non-teaching staff who are engaged in the Examination Work and whereas the statute 483A & 483B has not been revised since long time.

**AND**

WHEREAS considering the importance and urgency of the matter, it is necessary to pay the amount to all the teachers and non-teaching staff who engaged in Examination Work urgently.

**AND**

WHEREAS Committee of all Deans was constituted and the draft proposal for the revised Rates of Remuneration to the teaching and non-teaching Staff engaged in Examination Work was prepared.

**AND**

WHEREAS the same was approved in the meeting of Management Council Resolution dated 18.01.2016 vide item No. 30 **"Resolved that the proposal for Revision in Examination fees and remuneration to the Faculty and Staff Engaged in Examination work to be accepted & that in accordance therewith, the Rules & Regulations to such effect as per Annexure be accepted. It is further resolved that, the Statute 483-A and 483-B be repealed"**.

**AND**

WHEREAS there is no time available to approach the Competent Authority for implementing resolution passed by the Management Council vide item No. 30 dated 18.1.2016.

..2..

**AND**

WHEREAS the assessment of the Examinations conducted in the first half of year 2017 is in progress.

**AND**

WHEREAS the said process of On Screen Marking (OSM) is putting place for the first time and whereas it is necessary to implement revised rates of remuneration as resolution by the Management Council vide item No. 30 dated 18.1.2016 expeditiously.

**AND**

Therefore I Dr. Sanjay Deshmukh Vice-Chancellor, University of Mumbai in exercise of the powers conferred upon me under sub section (8) of section 12 of the Maharashtra Public Universities Act, 2016, hereby issue the revised in the forms of the rules mention hereunder which shall come into force forthwith.

**AND**

#### **CHAPTER – 1**

##### **2.1 Short Title, Commencement, application & Definitions :**

- a) These rules may be called as Rules of Remuneration to the Teaching and Non-Teaching Staff Engaged in Examination Work.
- b) They shall come into force immediately
- c) They shall apply to all the –
  - (i) University Departments, Schools, Institutes and Conducted colleges.
  - (ii) Affiliated colleges, autonomous colleges & recognized institutes.

##### **2.2 Definitions :**

In these rules unless the context requires otherwise, the terms defined but used in these rules shall have the same means as assigned to them in the Maharashtra Public Universities Act, 2016.

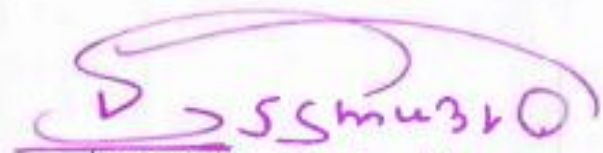
##### **2.3 Removal of difficulties :**

If any difficulty arises in giving effect to the provisions of this Rules, Vice-Chancellor, by his order, direct the appropriate decision, not inconsistent with the objects and purpose of these Rules, which appears to it necessary for the purpose of removing the difficulties.

This VCD shall come into force with immediate effect i.e. from the examination of First Half 2017 and shall remain in force till new rules and regulations in pursuant to the subject matters dealt with in this VCD are made by the appropriate authorities.

Mumbai-400 098

Dated : 24<sup>th</sup> July, 2017



(Dr. Sanjay Vasant Deshmukh)

Vice-Chancellor

University of Mumbai

**D) The Remuneration rates for Assessment, Moderation & Revaluations (UG & PG)**

Particulars	For 100 marks Paper duration ( 3 hours )	For 75/80 marks Paper duration ( 3 hours )	For 75/80 marks Paper duration ( 2 to 2½ hours )	For 40/50/60 marks Paper duration (2 hours )
<b>For Under Graduate Courses - Rate per answer book</b>				
Assessment	Rs. 18	Rs. 16	Rs. 12	Rs. 08
Moderation	Rs. 20	Rs. 20	Rs. 15	Rs. 10
<b>For Post Graduate Courses - Rate per answer book</b>				
Assessment	Rs. 20	Rs. 20	Rs. 15	Rs. 10
Moderation	Rs. 24	Rs. 24	Rs. 18	Rs. 12
<b>Minimum A/B's to be assessed for obtaining full Cap Allowance</b>				
CAP Allowance	Rs. 175	Rs. 175	Rs. 175	Rs. 175
UG & PG	Minimum 25 answer books	Minimum 25 answer books	Minimum 30 answer books	Minimum 40 answer books
<b>Notes :</b>				
1) Papers with lesser marks but having duration of 3 hours or 2.5 hours or 2 hours, the payment is to be made as per their respective duration & not as per marks.				
2) The minimum remuneration is to be paid, even the duration / marks are less.				
3) The CAP allowance is not applicable if requisite A/Bs are not assessed in a Day.				
4) If a person works for more than 2 days the average can be taken for the purpose of calculating the CAP allowance.				
Internal assessment for UG / PG programs - Rs.4 per examinee				
Revaluations of all UG / PG programs - Rs.25 per A/B				
Project & Viva Voce internal & External Examiner - Rs.150 each per Project				

**E. Remuneration for CAP Co-ordination work (for University Examinations)**

Sr. No.	Particulars	Rates in ( Rs. )
1	CAP Director / Principal	Rs.2.00per Answer Book
2	CAP Co-ordinators	Rs. 1.50 per Answer Book
3	Cashier cum Accountant	Rs. 1.00per Answer Book
4	Clerk	Rs. 1.00per Answer Book
5	Peon	Rs.0.50 per Answer Book
6	Contingency and Administrative	Rs.0.50per Answer Book
7	Local Travel allowance will not be applicable for the University Teachers and Teachers working at same college, where, CAP center is allotted.	

**3.2. Remuneration for Digital Examination Paper Delivery System ( DEPDS ),  
( For University Examinations)**

Sr. No.	Particulars	Rates	Examination
1	Principal	Rs.05 per examinee	For entire examination
2	IT Co-ordinators	Rs.05 per examinee	For entire examination
3	Peon	Rs.02 per examinee	For entire examination
4	Printing Charges	Rs.50 per examinee	For entire examination

**3.3. Travelling & Meeting Allowance for attending University Examination work.**

Sr. No.	Particulars	Designated as	Rates (Rs.)
1	Traveling Allowance ( Local travel )	All Members	200 per day
2	Meeting Allowance ( for Examination work )	All Members	250 per day

**3.4. The Remuneration rates for Assessment of PET. Examination work.**

Sr. No.	Particulars	Rates Rs.
1	Assessment of Theory Paper / Descriptive Answer Paper	Rs.25 per A/b
2	Moderation of Theory Paper / Descriptive Answer Paper	Rs.30 per A/b
3	Traveling Allowance ( Local Travel )	Rs.200 per day
4	CAP Allowance will be as per theory papers ( 25 A/Bs )	Rs.175 per day
5	Local Travel allowance will not be applicable for the University Teachers and Teachers working at such colleges, where, CAP center is allotted.	
6	The TA/DA for outstation Examiners will be as per University rules.	

**3.5. Remuneration for Finalization of Results to be paid by colleges.  
( For Examinations conducted by colleges on behalf of University )**

Sr. No.	Honorarium / Remuneration to	Rate
1	Principal / Director of college / Institute	Rs.5000 per session of Examination
2	Chairman Examination Committee	Rs.3000 per session of Examination
3	Examination Committee	Rs.10 per Examinee per Examination ( distributed amongst themselves )

University of Mumbai

**3.6. Remuneration for Conduct of Practical Examinations—Science Faculty**  
Applicable for Practical Examinations of Sem. V & Sem. VI conducted by colleges  
on behalf of University - UG & PG)

Sr. No.	Particulars	Proposed Rates ( Rs.)	
		UG	PG
1	Paper Setter ( Practical Examinations)	400	400
2	Preparation (Per Day / Per Person)	200	250
3	Remuneration of Examiner ( per Candidate )	20	25
4	Expert (Per Day)	150	200
5	Laboratory Supervisor (Per Day)	200	250
6	Laboratory Assistant (Per Day)	100	150
7	Field Collector (Per Day)	100	150
8	Laboratory Attendant (Per Day)	50	75
9	Peon (Per Day)	50	75
Project and Viva Voce ( Per Project )			
10	Internal Examination	120	150
11	External Examination	120	150

**3.7. Remuneration for Conduct of Practical Examinations in Science Faculty.**  
(to be paid to the colleges )

A. For the Subjects other than Mathematics / Statistics						
2 Units		3 Units		6 Units		
Practical	Rate ( Rs.)	Practical	Rate ( Rs.)	Practical	Rate ( Rs.)	
02	80	02	100	04	150	
B. For Mathematics / Statistics subjects						
Subjects / Units	2 Units		3 Units		6 Units	
	Details	Rate ( Rs.)	Details	Rate ( Rs.)	Details	Rate ( Rs.)
Mathematics	02	50	03	50	03	75
Statistics	02	80	03	100	04	200
C. Remuneration for Practical Examination in Home Science in each subject where practical examination is prescribed :						
(i) For FY - Rs.50 per subject / Examinee.						
(ii) For SY and TY - Rs.100 per subject / Examinee.						



**3.8. Remuneration for Technology Faculty,  
( Term Work / Oral / Practical / Internal Assessments )**

**A. For Engineering courses( F.E. to B.E. )**

Sr.No	Title	Marks	Rates / Per Student	
1	Term Work – UG	25	Internal Examiner	Rs.08/-
		50	External Examiner	Rs. 10/-
2	Oral – UG	25	Internal Examiner	Rs.09/-
			External Examiner	Rs.08/-
		50	Internal Examiner	Rs.10/-
			External Examiner	Rs. 10/-
3	Oral with Practical or Only Practical – UG	25	Internal Examiner	Rs. 10/-
			External Examiner	Rs. 10/-
		50	Internal Examiner	Rs. 20/-
			External Examiner	Rs. 20/-
4	Term Test - UG ( Internal Assessment )	20	Internal Examiner	Rs.04/-

**B. For Post Graduate Engineering( M.E. ) and M.C.A courses**

1	Term Work – PG	25	Internal Examiner	Rs. 15/-
2	Oral – PG	25	External Examiner	Rs. 20/-
			Internal Examiner	Rs. 20/-
		50	External Examiner	Rs. 25/-
			Internal Examiner	Rs. 25/-
3	Oral + Practical ( PG )	25	External Examiner	Rs. 25/-
			Internal Examiner	Rs. 25/-
		50	External Examiner	Rs. 30/-
			Internal Examiner	Rs. 30/-

**C. For Pharmacy courses.**

Sr. No.	Title	Marks	Rates/Per Student	
1	Practical and Oral ( First, second & third year )	35	Internal Examiner	Rs. 10
			External Examiner	Rs. 10
2	Practical and Oral ( Final Year – UG )	35	Internal Examiner	Rs. 14
			External Examiner	Rs. 14
3	Practical and Oral's ( PG )	75	Internal Examiner	Rs. 30
			External Examiner	Rs. 30

**3.9. Remuneration for M.E. / MCA / M. Pharmacy courses.**

A. For Engineering Courses				
Sr.No	Title	Marks	Rates / Per Student	
1	Seminar Term Work	50	Internal Examiner	Rs.100/-
2	Seminar Oral	50	External Examiner	Rs.100/-
			Internal Examiner	Rs.100/-
3	Dissertation Term Work	100	Internal Examiner	Rs.200/-
4	Dissertation Oral	100	External Examiner	Rs.1000/-
			Internal Examiner	Rs.500/-
B. For Master of Computer Applications				
5	Project Term Work	25	Internal Examiner	Rs.50
		50	Internal Examiner	Rs.100
6	Project Oral and Demo	100	Internal Examiner	Rs. 400/-
			External Examiner	Rs. 500/-
7	Mini Project	50	Internal Examiner	Rs.100/-
			External Examiner	Rs.100/-
C. For Master of Pharmacy				
8	Thesis Viva-voce	100	External Examiner	Rs. 1000/-
			Internal Examiner	Rs. 500/-

**3.10. Remuneration for Ph. D. ( Engineering / Architecture / M.C.A. / Pharmacy )**

Sr.No	Title	Rates/	
1	Course work	Paper Setting	Rs. 400/-
		Assessment Per student	Rs.20/-
2	Each Stage Presentation	Internal Examiner	Rs.300/-
		External Examiner	Rs.400/-
3	Thesis Oral	Internal Examiner; (Assessment of Thesis / open defense viva)	Rs.2000/-
		External Examiner; (Assessment of Thesis / open defense viva)	Rs.2000/-
		Chairperson for open defense viva	Rs.2000/-

**3.11. Remuneration for Project, Term Work & Oral / Viva Voce**

**A. For Engineering / M.C.A.**

Sr. No.	Title	Marks	Rates / Per Student	
			Particular	Rate
1	Project Term Work (Per Student)	25	Internal Examiner	Rs.15/-
		50	Internal Examiner	Rs.20/-
		100	Internal Examiner	Rs.25/-
2	Project Oral (Per Project Group)	25	External Examiner	Rs.150/-
			Internal Examiner	Rs.150/-
		50	External Examiner	Rs.200/-
			Internal Examiner	Rs.200/-
		100	External Examiner	Rs.300/-
			Internal Examiner	Rs.300/-
3	Seminar / Mini-Project / Term Work (Per student)	50	Internal Examiner	Rs. 20/-
		25	Internal Examiner	Rs. 15/-
4	Seminar / Oral/ Mini - Project	50 (Per Project Group)	External Examiner	Rs.200/-
			Internal Examiner	Rs.200/-
		25 ( Per Seminar Group )	External Examiner	Rs.150/-
			Internal Examiner	Rs.150/-

**B. Bachelor of Architecture ( B. Arch )**

Sr. No.	Title	Remuneration (Per Student)	
		Particular	Rate
1	B. Arch. ( Architectural Design – Viva ) ( to be shared by two external examiners)	External Examiner	Rs.50/-
2	B. Arch. ( Third / Fourth Year ) Technical Courses - Viva	External Examiner	Rs. 25/-
3	B. Arch. ( Fourth/ Final Year ) Professional Practice - Viva	External Examiner	Rs. 100/-
4	Final Year B. Arch. ( Design Dissertation Viva ) (to be shared by two external examiners)	External Examiner	Rs.120/-
5	Final Year B. Arch. Technical Courses Viva	External Examiner	Rs.50/-

**C. Master of Architecture ( M. Arch.)**

Sr. No.	Title	Remuneration(Per Student)	
		Particular	Rate
1	M. Arch. Semester IV Viva	( All streams )	Rs. 200/-
2	M. Arch. (by Research, partly by papers) Semester I, II, III Viva	( shared by two external examiners )	Rs. 200/-
3	M. Arch. ( by Research ) Semester IV Viva	( All streams )	Rs. 1000/-

**3.12. Remuneration for Practical Examination / Laboratory Setup & Other Work**  
( For Engineering / Architecture / M.C.A. / Pharmacy ( UG & PG ) )

Sr. No.	Designation	Particulars	Rates ( Per day )
1	Expert Assistant	Per day	Rs.100/-
2	Laboratory Assistant	Per day	Rs.80/-
3	Attendant	Per day	Rs.50/-
4	Peon	Per day	Rs.40/-

**3.13. Remuneration for Teaching & Non Teaching Staff engaged in University work**  
( For LICs & other special purpose committees )

Sr. No.	Designation	Particulars	Rates ( Per visit )
1	Chair-Person of the Committee	Per Person	Rs.2,500/-
2	Member(s) of the Committee	Per Person	Rs.2,000/-
3	To be paid to the persons those who perform the duties at places other than University campus / sub center.		

**3.14. Remuneration for Teaching & Non Teaching Staff engaged in University work**  
( for PET / NET / SET, M. Phil./ Ph.D./ D. Sc. / D. Lit. courses )

Sr. No.	Examinations	Fees( Rs. )	Particulars
1	Chief Observer ( One per examination )	Rs.2,000	Dy. Registrar
2	Center Observer ( One per center )	Rs.1,000	DR / AR
3	Center in-charge ( One per center )	Rs.1,000	Principal / Director
4	Sr. Supervisor ( One per center )	Rs.500	College Teacher
5	Jr. Supervisor ( One per Block )	Rs.200	College Staff
6	Clerk / Accountant ( One per center )	Rs.150	College Staff
7	Peon / Bell Boy ( One per center )	Rs.100	College Staff
8	Waterman ( One per center )	Rs.100	College Staff