

SHAMBHUNATH INSTITUTE OF ENGINEERING & TECHNOLOGY, Prayagraj

**URGENT**

**Circular**

**Ref. No.:** SIET/ COE/ 24-25/Odd Sem/ 02

**Dated:** 25-10-2024

**Subject: Regarding 1<sup>st</sup> Sessional examination schedule (odd sem 24-25) & its preparation**

The first sessional examination shall be conducted from **08<sup>th</sup> to 09<sup>th</sup> NOV 2024 as :**

<b>B.Tech. (5<sup>th</sup> &amp; 7<sup>th</sup> sem)</b>	<b>08<sup>th</sup> to 09<sup>th</sup> NOV 2024</b>	<b>1<sup>st</sup> shift :</b> <b>09:15 – 10:45 am</b>
<b>B.Pharm (5<sup>th</sup> &amp; 7<sup>th</sup> sem)</b>		<b>2<sup>nd</sup> Shift :</b> <b>11:30 – 1:00 pm</b> <b>3<sup>rd</sup> shift</b> <b>2:15 – 3:45 pm</b>

The syllabus for First sessional examination shall be in units, topics and portions covered till November 7, 2024 (maximum 40%). The teaching faculty members are also requested to tell about the time, duration, units/portions will be asked in their respective concerned classes.

All question papers will be **of 90 minutes and evaluated for 30 marks.** (QP Format is enls).

The Departmental examination is conducted by HOD's/DCOE. All faculties are requested to moderate the paper by the concerned expert. The moderator shall check the format and advice necessary corrections if needed.


All the concern teaching faculty members are requested to frame question paper(s) in their respective area of expertise. The question paper should be photo-copied (lots of ten) in requisite numbers. **Handover the sealed question papers envelop before 30 minutes on the day of that subject examination to their respective HOD's/DCOE.**

Sealed question paper envelope must have the following information :

1. Date & day
2. Shift & time
3. Semester / year
4. Department
5. Subject paper code and name
6. No of question papers
7. Subject faculty Name

Subject teachers will keep the answer sheets (in envelop) in safe custody. All the evaluated answer sheets of both semester including award list and QP will be deposited by DCOE's after uploading on AKTU login.

**Marks will be uploaded till 14<sup>th</sup> November 2024 on college faculty login.**

  
**Controller of Examination**

**Copy:**

**To:** All HODs : B.Tech., Pharmacy,