



NITMGH/Notice/Examination/2017-18/364

Dated: 26-02-2018

## CIRCULAR

In view of the upcoming examinations and thereafter, the following examination process shall be followed by all concerned.

1. Institute Examination Invigilation will be done by only faculty members and Trainee teachers.
2. Technical Assistant / Technicians from each Department will assist exam cell as and when required by Exam Cell. All Departments shall cooperate with the PI of Exam Cell.
3. Faculty members of all Departments shall submit their question paper to the concerned HoD. The HoD will then submit all their Departmental question papers to the PI of Examination on or before the due date, which is notified by PI of Exam cell.

This is issued with the approval of the Director.

-Dean (AA).

Copy to:

- 1) Office of the Director, for kind information of Director.
- 2) All Deans for information, e-copy.
- 3) Chairman, Exam Cell, e-copy.
- 4) All HoDs-e-copy.
- 5) All faculties, e-copy
- 6) e-notice board.