Amritsar College of Engineering & Technology
Secrecy Branch

Circular

Date: 07-04-2021

On the recommendations of Examination Committee and approval by the competent authority, it has been decided to conduct the remaining exams for Nov-2020 session on **Online mode**. The re-appear exams will commence from 16th April 2021 onwards. The students need to note the following points carefully and prepare for exams accordingly;

Guidelines for Re-appear Exams

Each re-appear exam will have two components i.e. **Descriptive Type and Viva-Voce**. The descriptive type exam will have 60% weightage and Viva-Voce will have 40% weightage.

Instructions regarding Descriptive Type Exam

1. The student shall appear in the descriptive type exam as per the Date Sheet. The student will receive a Question Paper (5minutes before the scheduled time) through an e-mail given by the student. Further, student shall follow the following instructions;
   a) The students shall solve the question paper on 12 A4 size sheets (maximum of 24 blank pages i.e. front and back).
   b) The student shall mention **Uni. Roll No., Subject Name & Subject Code** on the top of each page.
   c) The student shall do the pagination of all the sheets (numbering of each page i.e. 1, 2,3,…… 12).
1. The solved answer sheets shall be sent in single PDF named as your **Uni. Roll No., Subject Name & Subject Code (e.g. 1018150 Cloud Computing ACCS 16708)** through e-mail given by you to the department.
2. The student shall mention the subject of the e-mail as **Uni. Roll No., Subject Name & Subject Code (e.g. 1018150 Cloud Computing ACCS 16708).**

Instructions regarding Viva-Voce

1. The viva-voce for each re-appear exam (as per date sheet) will take place at 1:00 pm and 4:30 pm for morning and evening session respectively. The timings may slightly vary which will depend on the number of students in a particular re-appear.
2. The Viva-Voce will take place through Zoom. The meeting Id for the same will be shared by the department on the mobile number shared by you.

NOTE:
1. No answer sheet will be accepted after 12:45 pm and 4:15 pm for morning and evening session, respectively.
2. All the e-mails will be exchanged on the tested Ids by the concerned department.
3. The students must abide by all the above instructions very carefully.

Sd/-
Deputy
Registrar

Cc:
1. **Principal**
2. **Registrar/OSD**

3. **Members of Examination Committee**
4. **Deans/HODs**