

Kamala Nehru College

University of Delhi

Important Instructions for OBE June 2021

Examinations for the students of Semester VI of undergraduate programs shall begin from 7th June, 2021 as per the latest date sheet available on the University of Delhi website. All the students appearing for the examination must have submitted their examination forms for their respective courses on the University portal as per the link provided on the website.

1. All important information, notice and notifications related to the examination are available on the University of Delhi website www.du.ac.in
2. **For ex-students and students applying for improvement of their performance**
 - i) The ex-students shall follow the schedule/date sheet of examinations as per their year of examination
 - ii) The final year students who have backlog i.e. ER (Essential Repeat) in their previous semesters/years shall re-appear for the same as per the schedule of examinations along with VI semester /III year examinations.
 - iii) The students who have passed their final year (VI Semester/III Year) Examinations in the year 2020 can only appear an improvement in their VI Semester/III Year examinations as per the date sheet/schedule and applicable rules in this regard.
 - iv) The students who are in the Final year (VI Semester) can appear for improvement in papers of IV semester, and as a one-time measure due to the Covid-19 pandemic, also for II semester papers.
3. The students of VI Semester who were unable to appear in the OBE Examination Phase I & II conducted by the University in August and September 2020 respectively are given an opportunity to appear in the Semester/Annual Examinations in June 2021 as a one-time measure in terms of UGC Revised Guidelines on Examinations and Academic Calendar for the Universities in view of Covid-19 Pandemic dated 06.7.2020
4. The Admit Cards shall be available on the University Website before the commencement of examination. Students must download/ print their admit cards before the commencement of the examinations and produce it whenever required by the college/university. **Students must ensure that all the information printed on the admit card is correct, as this information will be used for the printing of their degrees. Any error must be corrected through college before 5pm on 5th June.**
5. On the first page, students shall write the following details:

- a. **Date and time of examination (DD/MM/YYYY, Hrs:Min)**
- b. **Examination Roll Number**
- c. **Name of the Course i.e. B.A. Hons., B.A. Prog.**
- d. **Semester/Year**
- e. **Unique Paper Code (UPC)**
- f. **Title/Name of the Paper**

Any other personal information like email ID, mobile number, and Name of the college, etc. will be treated as unfair means and action will be taken as per University rules.

6. The students shall answer the questions on A4 size paper. All the pages of their answer sheet need to be numbered. The file size should not be more than **7 MB** limit. Only **PDF/JPEG** format without any password will be accepted.

7. **Total duration of the examination is 4 Hours.**

3 hours are for answering the questions and the remaining 1 hour shall be utilized for downloading the question paper, scanning the answer sheet in the PDF/JPEG format and uploading the scanned PDF/JPEG of answer sheets on the portal.

Answer sheets submitted other than the OBE Portal shall not be entertained under any circumstances.

Students are to follow the steps for submission of answer script as mentioned on the OBE portal <https://obe.uod.ac.in>

8. **For PwBD students (Divyaang category):**

- i. **The duration of exams is 6 Hours (4 hrs for writing and 1 hour for downloading and uploading the script and an additional hour as a one time measure).**
- ii. **In case of low internet connectivity/unforeseen technical glitches, an additional time of 60 minutes is to be given for submission on online portal with documentary evidence submitted to the Review Committee. The PwBD students may alternatively submit the scripts by email. The email ID (only for PwBD students) is pwdsasjune21@exam1.du.ac.in. The students must use only one of the two modes for submission.**
- iii. **The visually impaired students have the option to take the examinations by typing on computer and saving the files in PDF/JPEG format and then sending/uploading the answer scripts.**
- iv. **The candidates having permanent disability which is a hindrance in his /her ability in writing may be allowed to write their examinations on computer laptop with the help of relevant and disabled friendly software.**

- v. **All PwBD students will receive question papers by email and have the option to upload the answer scripts on the portal or send the same on dedicated e-mail address.**
9. Students must submit an undertaking of not using any unfair means, by pressing the button provided on the portal before uploading the scanned PDF/JPEG of answer sheets.
10. In case the student experiences any difficulty in uploading the paper after 60 minutes of the given uploading time, she must contact the college immediately through email (obe.mj2021@knc.du.ac.in), SMS/What's App (9999574594/9910653700). The student must also mention their course, the paper, their email ID, and their phone number while contacting the college for assistance. Screenshots (at least 5 of them) with time stamps should be saved as the documentary evidence.
- IMPORTANT: In case of poor internet connectivity/any unforeseen technical glitches etc., the student is advised to submit her script beyond the specified time period (3 Hours+1 Hour for downloading and uploading the script) on the portal with documentary evidence for which 60 min additional time will be given. If the problem persists, the student can submit the script by mail to the Nodal Officer. However, all such cases (email as well as delayed submission after 3+1 hr) will be examined by the Review Committee, and these answer sheets shall be evaluated based on the decision of the Review Committee. Result of such students may be delayed.**
11. Students can check the detailed guidelines for the OBE Examination June 2021 on the University website www.du.ac.in

Best wishes for the examinations.

Dr. Kalpana Bhakuni
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