Delhi Technological University
(Formerly Delhi College of Engineering)
Shahbad Daulatpur, Bawana Road, Delhi-110042

F.DTU/EXAMINATION/001/2023-24/ 8497   Dated :30.04.2024
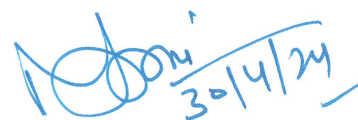
Norms for Evaluation of End Term Examination, May - 2024

1. Evaluation Center will open from 1ˢᵗ May, 2024 on all the working days (9:30 AM to 6:00PM).

2. Examiner/Faculty members shall produce the Examiner letter received from Result Section before asking for evaluation of Answer books of their respective subject.

3. Answer books will be handed over to the examiner only after making entry in the Register available in Evaluation Center.

4. All Answer books should be evaluated within 10 days from the date of Examination by the examiner.

5. Examiner shall ensure that they should evaluate all the Answer books (entry of marks and signature on the front page of the answer books) before showing to the students.

6. No Ph.D./research scholar or staff will be allowed as an accompanying person for Evaluation work in the Evaluation center.

7. The Notice of the date, time and venue for showing the answer books to the students should be intimated through Head of the Department and Controller of Examination.

8. Examiner shall return Answer books issued to them to the Coordinator, Evaluation Center after showing it to the students.

9. The marks & grading should be uploaded on the DTU faculty portal for B.Tech. VI and VIII Semester courses (https://cumsdtu.in/staff_dtu/) and for all other programmes/ semesters (https://dtu.samarth.ac.in/) and submit the marks and grade report and bills for remuneration of Evaluation of End Term Theory Examination in the Result Section.

30/4/24

10. Bills will be processed by the Examination Branch only after submission of marks & grade report in the Result Section.
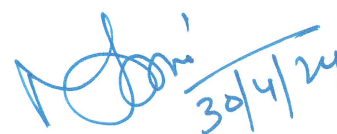
(Prof. Nitin Puri)
Coordinator, Centre Evaluation

F.DTU/EXAMINATION/001/2023-24/ 8497   Dated :30.04.2024

Copy to:-
1. P.A. to V.C for kind information to the Hon'ble Vice Chancellor, DTU.
2. P.A. to Registrar, for kind information to Registrar, DTU.
3. Controller of Examination, DTU
4. All the Deans & Heads of the Academic Department of DTU.
5. Head, CC – for uploading on the website
6. OSD (Exam).
7. Guard File.

(Prof. Nitin Puri)
Coordinator, Centre Evaluation