



KALAHANDI UNIVERSITY

Manikya Vihar, Bhawanipatna (Kalahandi)-766001, Odisha

No. 116 / COE/KU

Date: 11/04/2022.

To

The Principals

All colleges under Kalahandi University

Sub: Conduct of Practical Examination for +3 Semester-III (UG), 2021 under CBCS (Regular) and BCA Semester-III Practical examination, 2021 (Regular).

Madam/Sir,

You are directed to conduct the Practical Examination for +3 Semester-III (UG), 2021 under CBCS and BCA Semester-III, 2021 (Regular) **before 28th April 2022**. The instructions are as follows:

- (i) Internal and External examiner for the Practical Examination are to be appointed by the respective Principals. The proforma for this is attached.
- (ii) The Remuneration Bill for the Official Staff(s) and the Examiners those who are engaged in the Practical examination are to be submitted to the COE, Kalahandi University for their payments. The proforma for this is attached.
- (iii) The Examination Section/Principal of the respective colleges are to keep the mark foils safely till further notice from the University.
- (iv) The Questions for the said examinations will be supplied by University on or before 18th April 2022 through mail.

Sneha 11/04/2022

Controller of Examinations
Kalahandi University
Bhawanipatna
for **Controller of Examinations**
Kalahandi University
Bhawanipatna



Examination:

(Rupees _____)

(N.B.: Please attached all bills & documents related practical examination in this format)



KALAHANDI UNIVERSITY, BHAWANIPATNA
BILL & ACQUITTANCE FOR LABORATORY STAFF

Name of the Institution:

Name of the examination:

Date:

Designation	No. of candidates appeared	Amount	Name of the officials	Signature
Demonstrator @3/- per candidate appeared. (Minimum Rs.150/-)				
Store keeper @2/- per candidate appeared. (Minimum Rs.50/-)				
Lab. Attendant @3/- per candidate appeared. (Minimum Rs.100/-)				
Sp. Collector / Mechanic / Compounding Asst. @2/- per candidate appeared. (Minimum Rs.100/-)				
TOTAL				

CENTER SUPERINTENDENT



KALAHANDI UNIVERSITY, BHAWANIPATNA

No. _____ / Dt. _____

From

To

Sub: Appointment of External / Internal Examiner, Exam _____
Subject _____ Paper _____.

Sir,

I am directed to inform you that, you have been appointed as External / Internal examiner for the practical exam of _____ to be held in this College. Kindly make it convenient to conduct the examination as per the scheduled program. In case it is not possible for you to accept the appointment kindly intimate this office early so that alternative arrangement may be made.

The External / Internal examiner for the practical examination is Sri / Dr. _____.

Yours faithfully,

Date of Exam.:
Time:

Centre Superintendent / Principal

Memo No. _____ / Dt. _____

Copy to the Principal _____ to kindly spare the service of Sri _____ for smooth conduct of examination in this center.

Centre Superintendent / Principal



KALAHANDI UNIVERSITY, BHAWANIPATNA

CENTRE SUPERINTENDENT CERTIFICATE FOR PRACTICAL / ORAL EXAMINATION

1. Name of the Institution :
2. Name of the examination:
3. Name, Designation and full address of the
 - i) External Examiner:
 - ii) Internal Examiner:
4. Subject and Paper:
5. Date & Time of arrival
6. Date of examination:
7. Date of Valuation:
8. No. of candidates enrolled:
9. No. of candidates examined:
10. Date & Time of departure:
11. Signature of External Examiner :
12. Signature of Internal Examiner :

Signature of Centre Superintendent



KALAHANDI UNIVERSITY

UTILIZATION CERTIFICATE OF GENERAL CONTINGENCY

Name of the Institution :

Examination _____ **20** _____

Certified that a sum of Rs. _____/- Rupees _____ has been spent towards miscellaneous contingency for conduct of practical examination in the deptt. of _____ paper _____ for _____ candidates. (Rs.2/- per candidate or minimum Rs.200/-).

Signature of the Internal

Signature of Centre Superintendent

Date:

Controller of Examinations

REMUNERATION CHART

- | | | | |
|------|--|-------------|----------------------|
| I. | Fee for Question Paper Setting
(for all examinations) per set | Contingency | Rs.600/-
Rs. 50/- |
| II. | Fee for Moderation per set
& Two days C.A./D.A.) | Contingency | Rs.200/-
Rs. 50/- |
| III. | <u>Fee for Valuation</u> | | |

Sl. No.	Item	UG / BBA / BCA	P.G. / MFC / MSW	M.PHIL
1.	Examining Theory Papers, Per Script	Rs.20.00 (Minimum Rs.500/-)	Rs.20.00 (Minimum Rs.500/-)	Rs.20.00 (Minimum Rs.500/-)
2.	Re-examining the Answer Books	Half of the usual rate (Minimum not applicable)	Half of the usual rate (Minimum not applicable)	Half of the usual rate (Minimum not applicable)
3.	Practical examination (Per candidate appeared) Internal / External	Rs.20.00 (Minimum Rs.500/-)	Rs.20.00 (Minimum Rs.500/-)	
4.	Dissertation / Term Paper & Viva Voce per candidate appeared	Rs.20.00 (Minimum Rs.500/-)	Viva-voce Rs.50/- per candidate appeared (Minimum Rs.500/-)	Dissertation Rs.200/- per candidate Viva-voce Rs.50/- per candidate (Minimum Rs.500/-)
5.	Contingency, (Besides postal charges)	Rs.100.00 (Theory) Rs.50.00 (Practical)	Rs.100.00 (Theory) Rs.50.00 (Practical)	Rs.100.00 (Theory) Rs.50.00 (Viva...)



CONFIDENTIAL

KALAHANDI UNIVERSITY, BHAWANIPATNA

CHIEF EXAMINER'S / EXAMINER'S REPORT

Name of the Institution: _____

_____ Examination, 20 _____ Subject _____

Paper _____

No. of Candidates Examined _____

No. of Candidates Passed _____

Average Marks _____ Percentage of Pass _____

Ten Highest Marks _____

1. Opinion on question paper:

2. Report on the performance of the candidates in General:

3. Report on the work of the Assistant Examiner:

4. Certificate:

I certify that I have checked the totaling of marks in the answer papers, evaluated by my Assistant Examiners and found them correct.

Place:

Date:

Full Signature of the Chief Examiner /
Asst. Examiner

N.B.: Strikeout which is not applicable.



Examination, 20 Date: Time to Hall No.

Signature of the External / Internal

Signature of Centre Superintendent