



MADURAI KAMARAJ UNIVERSITY

(University with Potential for Excellence)

Re-accredited by NAAC with 'A++' Grade in the 4th Cycle



Prof. V.S. Vasantha M.Sc., Ph.D.,
Registrar i/c

Palkalai Nagar, Madurai – 625 021,
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Ref: CBCS/PG-Exam-Circular/I-year/II-Sem/April-2021

07-06-2021

To

All the Chairpersons of the Schools /
Heads of the Departments / Directors of the Centres,
Madurai Kamaraj University,
Madurai – 625021.

Sir / Madam,

Sub: CBCS-PG Programme –April 2021 Examinations for the I year PG & I year
Integrated Programme Students of University Schools/ Departments /Centres
- Online examination – Revised Guidelines – reg

Ref: CBCS/PG-Exam-Circular/I-year/II Sem/April-2021 dated: 23-04-2021.

As per the Guidelines of the UGC, the classes are conducted through on-line mode for the PG Students. Taking into the consideration of current I year PG students, I request you to follow the revised exam guidelines given below for the **April 2021** examinations of **Second Semester** for the University Schools/ Departments/Centres offered PG Programme (I year PG & I year Integrated Programme).

1. The April 2021 examinations for the second semester current regular theory papers of the I Year PG & I year Integrated students will be conducted from **01-07-2021** through on-line mode. Kindly prepare the Timetable according to the schedule given by the CBCS office and send a copy on or before **23-06-2021** and the same should be uploaded in the MKU Mobile APP.
2. The minimum attendance of the students for each semester is fixed as 75%. If a student fails to make 75% of attendance, but makes upto 65%, the student will have to produce medical certificate. For less than 65% and upto 60%, the student will have to produce medical certificate with penalty of Rs.500 for each paper. For less than 60% attendance, the student has to repeat the semester.
3. From the 2020-2021 academic year, the CBCS Examination Process will be automated, hence you are requested to implement the following procedure for paying the examination fee and submitting the particulars. The Second semester exams appearing student's list should be sent to CBCS office in the Excel format (attached along with this circular)

of all eligible students on or before **11-06-2021**.

4. Since the exam fee payment is going to be automated for the first year students (2020-2021 Batch), the list in the excel format is mandatory and to be in time. The list of the students mentioned in the excel sheet will only be allowed to pay the examination fee through payment gateway from **25-06-2021 to 28-06-2021**.
5. A pre-nominal roll will be generated and will be sent to respective Schools/Departments/Centres through mail after receiving examination fee through online. The Chairpersons/HODs/Directors/Programme Coordinators are requested to send the verified pre-nominal roll to CBCS through mail on or before 29.06.2021.
6. The students should check their name, initial and spelling etc.,(as per the copy of UG Certificate) in the pre-nominal roll. Also, the students should check the SSS, Elective & Core papers course code in the pre-nominal roll clearly. To **avoid name correction** at a later stage, the pre-nominal roll has to be checked up thoroughly by the respective student, Course Teacher, Head of the Departments / Chairpersons/Program Coordinators.
7. The final nominal roll will be sent to the Programme coordinators by mail.
8. **Internal marks** should be published and displayed on the Schools / Departments/Centres notice board and a copy should also be sent to CBCS Office **on or before 24-06-2021**.
9. Examinations for all the **Second Semester regular paper of SSS Courses** need to be conducted on **01-07-2021** in the forenoon session.
10. The examination for the **Elective Courses** may be conducted during **02-07-2021** in the forenoon & afternoon uniformly by all the Schools / Departments / Centres.
11. The examination for the **Core Courses** may be conducted from **05-07-2021 to 10-07-2021**.
12. For the April 2021 examinations, the End Semester theory question paper pattern will be as follows:

Maximum Time : 3 Hours & Maximum Marks : 75

PART – A (10 x 1 = 10 Marks) Answer all ten multiple choice questions.

PART – B (5 x 7 = 35 Marks) Answer five questions of either or type.

PART – C (3 x 10=30 Marks) Answer any three questions out of 5.

GUIDELINES TO CONDUCT ON-LINE EXAMINATION

13. The **on-line examinations** will be conducted from **10.00 A.M to 1.00 PM & 3.00 PM to 6.00 PM.**
14. The question paper should be sent to the eligible students 15 minutes before each examination. i.e **9.45 AM** for the morning session and **2.45 PM** for the afternoon session.
15. The students are allowed to write the examination from **10.00 AM to 1.00 PM** and **3.00 PM to 6.00 PM.**
16. Students can use A4 size paper to write the examination. In the first page, Name of the Program, Year of study, Title of the course, Course Code, Register Number of the Student and total number of pages, should be mentioned.
17. After writing the examination, the student has to sign in every page and should submit the scanned copy of the signed answer sheet within one hour i.e before **2.00 PM** for the morning session and **7.00 PM** for the afternoon session to the Programme Coordinator through email.
18. If any student finds inconvenience in sending the scanned copy, the original signed answer sheet can also be submitted in a sealed cover through registered post / courier to the Program Coordinator within a day.
19. The Chairpersons / HODs / Directors are requested to ensure that there are no dues, regarding Tution fees, Hostel fees and other fees before allowing the students for examination.
20. Please note that the Consolidated Final result, as per CBCS regulations, should be **published on or before 15-07-2021 for PG Programmes** and the same has to be displayed on the School / Department notice board, MKU Mobile App and MKU website immediately.
21. **Final results** should be sent along with the **Minutes of School / Dept. Council** meeting and the Foil cards **on or before 19-07-2021** to the CBCS Section.
22. The Chairperson of the School / Head of the Department/ Director of the Centre is requested to verify and sign in the individual mark statements while issuing to the students.

Yours faithfully,


REGISTRAR i/c

EXAM SCHEDULE

APRIL 2021 – EXAMINATIONS PG Programme

Last Date to Send the Students appearing list in Excel Format	- 11-06-2021
Commencement for payment of Exam Fee	- 25-06-2021
Last date for payment of Exam Fee (Through Payment Gateway)	- 28-06-2021
Last date for Publishing Internal Marks	- 24-06-2021
Date of Commencement of End Semester Examination	- 01-07-2021
Last date for publishing Final Results	- 15-07-2021

Examination fee particulars PG Programme

For all **M.A.** (Except Administrative Studies), **M.Sc.**, programme (except M.Sc. Computer Science with Specialization in DA, M.Sc. Genomics, M.Sc (Computational Biology), M.Sc Biochemistry, M.Sc Microbiology, M.Sc (MGT), M.Sc.(Marine Biology), M.Sc. Electronics & Instrumentation) and M.Sc. (Visual Communication) – **Rs. 20** per Credit. For Practical, Dissertation Viva-voce – **Rs. 25** per credit.

For **M.Com.**, **M.Sc.** (Visual Communication), **M.Ed.**, **M.Sc.** (Genomics), **M.Sc.** (Marine Biology) & **M.Sc.** (Electronics & Instrumentation), **M.Sc** (Computational Biology) – **Rs. 30** per credit (Including Practical, Dissertation, Viva-voce, Project).

For **M.C.A.**, **M.B.A.**, **M.Sc.** (Computer Science with specialization in DA), **M.LIB.I.Sc.**, **M.P.Ed** & **M.A** Administrative Studies, **M.Sc** Film and Electronic Media Studies, **M.B.A** Tourism and Hotel Management, M.Sc (Biomedical Science), **M.Sc** (Biochemistry) and **M.Sc** (MGT & Microbiology) – **Rs. 40** per credit (Including Practical, Dissertation, Viva-voce, Project).

Note: In addition to the above fees, all the students (PG) should pay **Rs. 75**.
(**Rs.25** towards the cost of application process and **Rs.50** towards the mark statement).

REGISTRAR i/c

CBCS - University Schools / Department s - PG Semester- FIRST YEAR -Second Semester- Examination April 2021
(For Second Semester Students only)

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