



UNIVERSITY OF DELHI

Ref. No. /Dean(Exams.)/2020/Second Phase-OBE

August 28, 2020

EXAMINATION BRANCH

NOTIFICATION

Reference: Submission of Examination forms for OBE mode of examination to be conducted in blended (offline and online) mode and measures to be adopted during the second phase of examinations to be conducted w.e.f. 14.09.2020 for the final semester/term/year students in all Undergraduate and Post Graduate courses for the academic session 2019-20 as one time measure in view of COVID-19 pandemic.

The University of Delhi in compliance of the order passed by the Hon'ble High Court of Delhi on 14.07.2020 in W.P. (C) No. 3199/2020 decided to conduct the Open Book Examination (OBE) for the final semester/term/year students of all Undergraduate and Post Graduate courses including SOL and NCWEB as a one time measure in view of COVID-19 pandemic. The first phase of examination started on 10.08.2020 and will conclude on 31.08.2020.

The University in further compliance to the order passed by the Hon'ble High Court on 17.08.2020 in W.P. (C) No. 3199/2020 and 27.08.2020 will conduct the **second phase of examination** for the final semester/term/year students of UG and PG courses as one time measure in view of COVID-19 pandemic from **14.09.2020** onwards as per details provided below:

1. The second phase of examinations will be conducted for those students of Undergraduate and Post Graduate courses (Regular and ex-students) including SOL and NCWEB who have either not appeared or have failed to upload/submit the scanned images of the answer scripts in the first phase of examination.
2. Further, as already notified on 15.07.2020 the students under the PWD category who have appeared in the first phase of examination but wish to improve their performance in selected paper/s can appear for the same in the second phase of examinations. The best grade/marks secured by the student based on the two examinations shall be taken into consideration for the preparation of results.
3. The mode of examinations for the second phase of examinations shall also be *Open Book Examinations (OBE)* as adopted during the first phase of examinations conducted by university in the month of August, 2020.

4. Looking at the feasibility, the examinations for the second phase may be conducted in a blended (a mix of offline and online) mode. To facilitate those students who are outside Delhi and cannot travel to Delhi for appearing in the examinations for any reason, the University may conduct OBE remotely and such students can receive question paper to their registered e-mail and submit the scanned images /photos of the answer scripts to the e-mails as specified below at point no 16 and 17 of the notification.
5. Students who want to appear for the second phase of examinations shall be required to mention the option of the mode either the physical (offline) mode or remote mode using ICT based activities for receiving question papers and submission of answer scripts through e-mail in their examination form. Option once exercised by a student (offline/physical or ICT based remote examinations) appearing for the examination shall not be changed once the examination has begun.
6. Students who want to appear in OBE remotely shall have to select the required option and fill in the name of the programme with the option of papers and other relevant information in the examination form meant for the second phase of examinations.
7. Students who opt for the physical mode of OBE as per date sheet during the second phase shall have to appear at examination centres in Delhi only. The students shall appear at the particular examination centre as printed/mentioned on their admission ticket/admit card. Request for change of examination centre shall not be entertained by the University.
8. **In compliance of the order passed by the Hon'ble High Court on 27.08.2020 in W.P. (C) 3199/2020, the students under the PWD category including the Visually Impaired students who are residing at remote places and propose to travel to Delhi by train for sitting in the examination physically or through the online mode with the assistance of scribes shall indicate their preference at the specified column/space provided in the examination form for the second phase preferably before 04.09.2020.**
9. All students of the final semester/term/year for academic session 2019-20 including ex-students as per their span period and are appearing for the second phase of examination shall submit their examination forms using the student portal which shall be made available online from 30.08.2020.
10. All particulars filled in by the student in the examination form will be verified by the respective college/department/faculty.
11. In case, if a student faces any problem in filling up the examination form he/she should contact the respective college/department/faculty for resolving the same.
12. **The last date of submission of examination forms is 08.09.2020. No further date in this regard shall be extended.**

13. The date sheets for the second phase of examinations shall be notified on the official website of the University by the first week of September, 2020. There shall be two sessions in a day for all undergraduate programmes.
14. For all PG programmes, the respective department shall notify the date sheet and examinations shall also begin from 14.09.2020 and conclude on or before 03.10.2020.
15. The duration of the examinations for the offline/physical mode shall be of **three hours** duration and in case of the students who exercise the option to receive question papers through e-mail and submit the scanned images /photos of answer scripts through email the duration shall be of **four hours** which shall include one extra hour for using the ICT based activities for examinations.
16. The students under the PWD category who exercise the option to appear for the second phase of examinations in offline mode shall be given **five hours** for completion of examinations and if the students take the option to appear remotely and receive question papers through email and submit the answer scripts through email shall be given **one additional hour** for ICT based activities (as per order in the matter of W.P.(C) 3946/2020 dated 07.08.2020).
17. The students who exercise the option for the remote mode of OBE shall submit the scanned images/photos of the answer scripts on the e-mail addresses as given below:
 - i) For the students registered under regular courses with colleges/departments:
For UG and PG Courses : obescript@exam.du.ac.in
 - ii) For the students registered with School of Open Learning:
For UG Courses: obescriptug@sol-du.ac.in
For PG Courses: obescriptpg@sol-du.ac.in
18. The students opting for the remote mode of examination using the ICT facilities shall follow the steps/instructions as specified below:
 - i) The subject of the e-mail must consist of: **Roll Number-Unique Paper Code (UPC)-Date of Examination (dd/mm/yyyy)**
 - ii) The body of the e-mail must provide the following information:
 - (a) Name of the student:
 - (b) Examination Roll Number:
 - (c) Name of the Programme:
 - (d) Unique Paper Code (UPC):
 - (e) Title of the Paper(attempted):
 - (f) Name of the College/Department:
 - (g) Semester:
 - (h) Date and Time of Examination: dd/mm/yy, Hrs: min

19. Students appearing in offline/physical mode of OBE in the college/department (as the name of examination centre indicated on admit card /admission ticket) shall submit their answer sheets in the physical form to the college/department after the completion of examinations.
20. The students for both the mode of examinations i.e. physical or ICT based activities shall answer the questions on plain/ruled A4 size paper and shall use their own papers for writing their answers. All particulars i.e. examination roll no , UPC , semester, name of the subject , date of examinations, page no on each paper etc should be clearly mentioned on the top page .
21. There will be no physical assistance during examinations in the college and departments. Therefore, all arrangements made by the college /department for physical examination shall be adhered following the norm of social distancing and seating arrangements have to be strictly as per SOP /guidelines as issued by UGC dated 06.07.2020 (copy enclosed) .
22. As per SOP in the reference, all security and safety measures have to be adhered by all students and concerned staff members during examinations. Accordingly, students shall take appropriate safety measures while appearing for physical mode of examinations at the college/department level and carry all required items i.e face mask , hand sanitizer etc .
23. All required stationary to be used for examinations shall have to be arranged by students for examinations.
24. All electronic gazettes shall be permissible during examinations. Question papers may be sent on the WhatsApp or email during examinations instead of printed paper. However, students can submit their request to get the physical question paper for examinations to the college/department as per datesheet.

Further all relevant updates/information regarding the second phase of examinations will be available on the official website of the University i.e. www.du.ac.in in due course of time. No separate email or information shall be sent to individual student in this regard.

Note :

- 1) Information related with OBE mode for the second phase of examinations of any or any addition/modifications related with procedures or policies of OBE mode to be conducted for the second phase shall only be notified on the official website of the university i.e www.du.ac.in .**
- 2) Students are advised to be in contact with their respective colleges/departments for specific updates related with the second phase of OBE .**
- 3) Above guidelines /measures are valid only for final semester/term/year students who have not appeared for the first phase of OBE mode of examinations as**

conducted remotely or could not submit their answer scripts through email for any reason except students belonging to PWD category who are allowed to appear for the second phase of OBE mode of examinations.

- 4) **Students shall be allowed for the second phase of examination based on the submission of their examination forms and the mode opted in the examination form.**

Stay safe, stay online

Sd/-

Dean(Examinations)