



# Visvesvaraya Technological University

Belagavi – 590 018, Karnataka State, INDIA

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## CIRCULAR

### **Sub: Conduct of Practical Examinations for the students to whom the USNs have been issued after the practical examination schedule**

With reference to the above, due to the unavoidable circumstances the University Seat Numbers for a few students have been issued after the completion of practical examinations. Now the office of the undersigned is receiving requests from the colleges for permission to conduct Practical Examination for such students.

Hence, **it is decided to conduct the Practical Examinations from 18<sup>th</sup> to 19<sup>th</sup> January 2017, only for the students to whom the USNs have been issued after the completion of practical examinations**

**In light of the above, the Principals of affiliated engineering colleges are requested to:**

1. Prepare the batch list of students whose USNs are issued by the University after the completion of Practical Examinations and submit the same to the Special Officers of respective Regional Offices through Email on or before 13<sup>th</sup> January 2017 before 3.00 p.m.
2. Do not include the students who were absent during regular practical examinations, in these batches.

**The Special Officers of Regional Offices are hereby informed to:**

1. Forward the batch lists to concerned BoE coordinator for the allotment of Examiners and follow up action shall be initiated for the allotment of examiners.
2. Arrange to inform the approved examiners with the best possible mode of communication.

Please note that, the dates will not be extended and no requests will be considered in this regard.

The contents of this circular may be brought to the notice of all the concerned without fail.

Sd/-

**REGISTRAR (EVALUATION)**

**To, The Principals of Constituent/Affiliated Engineering colleges.**

Copy FWC's to:

1. Hon'ble Vice-Chancellor through the Sec. To VC, VTU Belgaum, for kind information.
2. The Registrar, VTU Belgaum, for information.
3. The Special Officers of VTU Regional Offices, for information & needful, with a request to coordinate all the activities related to conduct of above cited practical examinations.

  
**REGISTRAR (EVALUATION)**