



Visvesvaraya Technological University

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Date : **6 APR 2018**

CIRCULAR

Sub: Submission of Internal Assessment Marks in respect of OTES odd semester 2017 - 2018 - reg.

The Principals of Constituent / Affiliated Engineering Colleges are requested to make arrangements for the submission of Internal Assessment Marks in respect of Eligible Students of One Time Exit Scheme (OTES) Odd Semester through online web portal.

Prerequisites for the submission of IA marks

1. Faculty mapping must have been completed.
2. Principal approval must be done for the faculty data.

Procedure for the submission of IA marks

1. URL: <http://prexam.vtu.ac.in> - for Bengaluru, Belagavi, Kalaburagi and Mysuru Region colleges.
2. Choose **IA marks UG for UG Programs**.
3. Departmental Login for IA Marks Entry - use departmental login Id
4. Principal Login - use principal login credentials.
5. In case of improved IA marks and missing USNs in the list - a facility is provided in the application.
6. The instructions for the submission of IA marks are already available in the website. Kindly follow the same.

Schedule for submission of IA marks

Sl. No.	Semester	Schedule	
		Online submission	Submission of printouts to respective Regional Offices
1	5 th /7 th /9 th Sem. B.E. / B.Tech. / B.Arch.	9 th to 13 th April 2018	17 th April 2018

Please note:

1. Enter IA marks of only Eligible Candidates.
2. IA marks are to be entered for only 2010 Scheme subjects.
3. All Internal Assessment marks are to be submitted through online only and no manual hard copies will be entertained.
4. Submit the printouts (hard copies) of IA marks with the signature of the concerned faculty, Head of the Department and Principal to the respective Regional Offices on or before 6th January 2018.

5. DO NOT ENTER THE IA MARKS OF INELIGIBLE STUDENTS.

The Principals of constituent and affiliated engineering colleges are requested to bring the contents of this circular to the notice of all the concerned.

Sd/-

REGISTRAR (EVALUATION)

To, The Principals of Constituent and Affiliated Engineering colleges

Copy FWC's to:

1. Hon'ble Vice-Chancellor through the Sec. To VC, VTU Belgaum, for information.
2. The Registrar, VTU Belgaum, for information.
3. The Incharge Regional Directors of VTU Regional Offices, for information & needful.

Annigeri 6/4/18
REGISTRAR (EVALUATION)