



Visvesvaraya Technological University

Belagavi - 590 018, Karnataka State, INDIA

Prof. Satish Annigeri Ph.D.
Registrar (Evaluation)

Phone : (0831) 2498131

Fax : (0831) 2498184

Ref. No.VTU/BGM/Reg(E)/PS/2017-2018/ 1065.

Date : 5 DEC 2018

CIRCULAR

Sub: Dispatch of Answer Scripts of Dec. 2018/Jan 2019 Examinations - reg.

The Principals of affiliated engineering colleges are requested to note the following instructions in respect of submission of answer booklets.

1. Answer books of the candidates who are appearing for Dec. 2018/Jan 2019 examinations by the orders of Hon'ble Court are to be sent the office of the undersigned **immediately after completion of each subject examination**. Remaining all answer books are to be sent to collection centers/ scanning centres.
2. The answer scripts in respect of **differently abled students are to be sent separately in one consignment after the end of examinations along with their medical certificate showing percentage of disability**.
3. While submitting the answer booklets to collection centers/ scanning centres, the details are to be mentioned on the backside of the packet in the following format

Subject Code	
College Code	Number of scripts

For Ex:

10CV33	
2KL	136

The above details are **to be written by hand by using Marker Pen** and for any reason do not paste the printed sheets.

4. To print the A and B Form Use A4 sheets only. Do not use computer sheets (three part continuous sheets) for this purpose.

The Principals of constituent, affiliated and autonomous 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 Belagavi, for kind information.
2. The Registrar, VTU Belagavi, for information.
3. The Finance Officer, VTU Belagavi, for information.
4. The Incharge Regional Directors of VTU Regional Offices, for information & needful.

REGISTRAR (EVALUATION)