



# ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ

("ವಿ ಟಿ ಯು ಅಧಿನಿಯಮ ೧೯೯೪" ರ ಅಡಿಯಲ್ಲಿ ಕರ್ನಾಟಕ ಸರ್ಕಾರದಿಂದ ಸ್ಥಾಪಿತವಾದ ರಾಜ್ಯ ವಿಶ್ವವಿದ್ಯಾಲಯ)

## Visvesvaraya Technological University

(State University of Government of Karnataka Established as per the VTU Act, 1994)

"Jnana Sangama" Belagavi-590018, Karnataka, India

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Ref. No.VTU/BGM/Reg(E)/PS/2024-2025/ **1161**

Date : **27 NOV 2024**

### CIRCULAR

**Sub: Submission of UG CIE Marks in respect of Dec.2024/Jan. 2025 Examinations – reg.**

The Principals of Constituent/Affiliated Engineering Colleges are requested to make arrangements for the submission of CIE of UG courses in respect of Dec.2024/Jan-2025 examinations through online web portal as per the schedule given here under:

#### Schedule for submission of CIE Marks

Semester	Schedule		
	Online submission	Hardcopy print of CIE marks	Submission of printouts to ROs
➤ V and VII Sem. <b>B.Sc.(Hons)</b> ➤ IX Sem. <b>B.Arch.(Swapped)</b>	<b>28.11.2024</b> to <b>30.11.2024</b>	<b>02.12.2024</b>	<b>03.12.2024</b>

**NOTE :** Entries of CIE marks is as per prevailing practice.

#### Important Points to be noted :

1. Please verify the Regulations, Scheme of Teaching and Examinations, before entering the CIE Marks.
2. CIE Marks of above odd semester students must be entered without fail.  
**Please Note: "Modifications in future dates will not be entertained".**
3. In the case of a student who has completed the class work with satisfactory attendance and secured CIE/Internal Assessment Marks and **not applied for examinations, the CIE marks must be submitted without fail. For making available the USN, ticket for USN addition is to be raised.**
4. Please verify the students, who have taken readmission to the odd semester.
5. If any candidate has applied for the Improvement of CIE marks and eligible for taking improvement, such marks are also to be submitted without fail. This has to be entered in Additional CIE marks entry.
6. The faculty must take **a draft printout** of the entered marks details before **freezing**.

7. Once the Principal approval is completed, the details/marks submitted will be considered as final and no modification will be entertained.
8. **After the freezing of marks by Principal, if the college finds the need to modify the marks, the appropriate ticket is to be raised immediately.**
9. **Please verify the additional subjects in case of the students**
  - a. Shifted from one scheme to another scheme.
  - b. Taken admission under change of University.
  - c. Taken admission from Autonomous scheme to VTU scheme etc.,
10. Verify the entered marks/details before finalizing. **NO CORRECTIONS WILL BE ENTERTAINED.**
11. Submit the printouts (hard copies) of CIE marks with the signature of the concerned faculty, Head of the Department and Principal to the respective Regional Office on or before the last dates without fail.
12. In the case of missing USNs in the list displayed for entering CIE marks, tickets can be raised. The raised tickets will be verified and necessary action will be taken in resolving issues.

**Prerequisites for the submission CIE marks;**

1. Faculty mapping must be done in the CIE/IA portal through department login.
2. The status of the faculty in faculty portal **must be "ACTIVE"** and **must be "APPROVED"** by the College Principal.

**Procedure for the submission CIE marks;**

1. URL: <https://iamarks.vtu.ac.in> - for all regions.
2. Choose **UG Programs**.
3. Login using department credentials.
4. Map the subjects to faculty.
5. Faculty can enter and freeze marks, which is to be frozen by Head of the department. (Principal has to nominate the HOD)
6. Principal Login – use principal login credentials and freeze the CIE marks.

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 Belagavi, for information.
2. The Registrar, VTU Belagavi, for information.
3. The Incharge Regional Directors of VTU Regional Offices, for information & needful.
4. The Director, ITISMU, VTU Belagavi, for information & needful.

  
REGISTRAR (EVALUATION)  
R 27.11.24