



## INTERNAL EXAMINATIONS

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1. A series of weekly tests will be conducted for internal evaluation of the students' progress.
2. The weekly tests will normally be conducted as per the directive of the course coordinator of the batch
3. **There will be three internal tests of 3 hours duration each held during the semester.**
4. There will be three internal tests held for every subject.
5. And these marks will be sent as Unit Test-I/II/and III to BPUT.
6. An absence in an examination is treated as a score of zero.
7. If a student has missed an Internal Test only for medical reasons and wishes to appear for a make-up test, he/she can submit a written application for the same at the RMC in prescribed form along with the medical certificate in original duly certified by the Chief District Medical Officer, Khurda as prescribed by BPUT in their regulations regarding attendance. For all other situations, there will be no make up tests for internals.
8. The marks of a make-up test will be scaled down by 20%. In other words, the marks obtained by the student will be multiplied by 0.8.
9. Participation in sports, extra-curricular activities, etc., is NOT a valid reason for missing any internal examination. Written permission from the Director (Admin) is required for this to be considered.
10. In addition to these examinations, there may be quizzes, assignments, etc., at the discretion of the Instructor.
11. Students with large outstanding financial dues may be stopped from appearing in the internal examinations.
12. Students with less than **75%** attendance in any theory subject /in any laboratory/ workshops/ tutorials and ET classes will not be allowed to appear internal examinations.

**NOTICE**

**No. BPUT/5423/09**

**Dated 29/08/2009**

**REPEATING CLASS TESTS / PRACTICALS**

1. Any student securing less than 12 (internal) marks in the class tests and therefore, obtaining a "F" grade in the subject may be allowed to repeat the internal tests at the college level during the corresponding semester of the subsequent year. The revised marks from the colleges would replace the old class test marks. However **his total internal marks will be restricted to 12 out of 30** in the repeat tests. For this repeat test only **one chance** would be given.
2. Any student securing less than 50 marks ("F" grade) in practical / lab./ sessional / seminar etc. may be allowed to repeat the practical / labs/ sessional / seminar etc. in the corresponding semester of the subsequent year. This will be limited to only **one chance**.

The above provisions would be effective from 2009-10 session for all the existing students.

The students those have completed the final semester/trimester in their respective courses and having back papers ("F" grade) in a theory subject (for securing less than 12 marks in internal tests) or / and having "F" grade in lab/ sessional / practicals could also repeat these examinations; the colleges can then send the revised marks under the provisions (1) & (2) above. This will be treated as a one-time measure.

**REGISTRAR (I/C)**