

JYOTI VIHAR: BURLA – 768 019 Accredited with 'A' Grade by NAAC

No. /EG-III

Dated 20/03/2013

NOTIFICATION

In pursuance of resolution No.05 of the Syndicate held on dated 15.03.2023, this is for information of all concerned that the Guidelines for implementation of new P.G course structure as mentioned below will be applicable for the P.G. students admitted from the session 2022-2023.

1. A common academic and examinations calendar will be followed by all the P.G. departments as per the following: -

| Name of the Semester | Course to be completed by | Conduct of Examinations |
|----------------------|---------------------------|-------------------------|
| 1st Semester | December 31st | January |
| 2nd Semester | May 31st | June/July |
| 3rd Semester | November 30th | December |
| 4th Semester | March 31st | April |

- 2. For each P.G. subject, there will be a common syllabus for all P.G. departments under Sambalpur University and affiliated colleges from 2023-24 academic session. BOS for each subject will do the needful accordingly.
- 3. For proper execution of the New Course of (i) Environmental Studies & Disaster Management (ii) Inter Departmental Course(IDC) or Open Elective (iii) Entrepreneurship Development (iv) MOOCs in one paper (in 2nd or 3rd Semester) including non-credit courses. Co-ordinators should be appointed for each department by the HODs/Principals as follows:-
- (i) The course offering department will have a Coordinator for the course (Environmental Studies & Disaster Management and Entrepreneurship Development), who will see the running of the course including the timely completion of the syllabus, conduct of end-term examinations, evaluation and publication of results and finally submission of mark sheet/Grade sheet/Certificate to the students/concerned department before form fill-up of the 4th Semester Examinations.
- (ii) For the Inter-Departmental course (IDC) or open elective paper, the Controller of Examinations will fix up the end-term examination schedule, so that, on a same date, all students

will appear their (IDC) or open elective paper examination. The examination will be held as per the common course structure notified vide this office notification No. 6220/Acd.-I, dated 01.10.2022.

- (iii) For the course MOOCs through online (Swayam), each department will appoint one teacher as Swayam coordinator, who will guide the students to take admission in online course with 3 credits. She/He also monitor the student for submission of Swayam certificates to the department and also to the office of the Controller of Examinations in time.
- 4. The Co-ordinator will guide, support and help the students for timely completion of the courses and ensure that all the students of his /her departments provide their SGPA/marks before the form fill-up of the final Semester Examinations.
- 5. The designated department for each subject (as per the list enclosed) will be declared as a Nodal Centre and also have a Nodal Officer, who will look into and co-ordinate the question paper setting and evaluation of answer scripts as per regulation.

Note:

- A. The Nodal Officer will see that all the manuscripts of questions (Soft Copies) are sent to the confidential section of Controller of Examinations office much before the examinations.
- B. After completion of each examination, all the answer scripts must be despatched by Registered post (physically by P.G. department of Sambalpur University) to the office of the Controller of Examinations on the same day or the next office day. After coding, the answer scripts will be handed over to the Nodal Officer, who will act as Zone Supervisor/Centre Coordinator for evaluation.
- C. After evaluation, the marks should be up-loaded/sent to the office of the Controller of Examinations for processing of results.
- D. All the results will be published by the office of Controller of Examinations.
- E. For the purpose of evaluation, the designated P.G. departments will be declared as evaluation Centre/Zones and remuneration will be provided to them as advance.
- F. Within 15 (Fifteen) days of submission of marks, these Evaluation Centres will submit the bills and vouchers to the office of the Controller of Examinations for necessary actions.
- G. These provisions will be effective from 2022-2023 Academic Session for all P.G. departments of Sambalpur University and affiliated colleges and will supersede all other earlier provision in this regards.

Nodal centre for P.G. examinations

| SL. No. | SUBJECT | NODAL CENTRE | |
|------------|---|--|--|
| 01. | Anthropology | P.G.Dept. of Anthropology, Sambalpur University. | |
| 02. | Botany | Govt. Women's College, Sambalpur. | |
| 03. | Chemistry | P.G. Dept. of Chemistry, Sambalpur University. | |
| 04. | Economics | P.G. Dept. of Economics, Sambalpur University. | |
| 05. | Education | Govt. Women's College Sambalpur. | |
| 06. | English | P.G. Dept. of English, Sambalpur University. | |
| 07. | Geography | Govt. Women's College, Sambalpur. | |
| 08. | Hindi | P.G. Dept. of Hindi, Sambalpur University. | |
| 09. | History | P.G. Dept. of History, Sambalpur University. | |
| 10. | Home Science | P.G. Dept. of Home Science, Sambalpur University. | |
| 11. | Logic & Philosophy | Govt. Women's College, Sambalpur | |
| 12. | Mathematics | P.G. Dept. of Mathematics, Sambalpur University | |
| 13. | Odia | P.G. Dept. of Odia, Sambalpur University. | |
| 14. | Political Science | P.G. Dept. of Political Science, Sambalpur University. | |
| 15. | Physics | P.G. Dept. of Physics, Sambalpur University | |
| 16. | Psychology | Govt. Women's College, Sambalpur. | |
| 17. | Sanskrit | Govt. Women's College, Sambalpur. | |
| 18. | Zoology | Govt. Womens' College, Sambalpur. | |
| 19. | Commerce | N.S.C.B. Govt. College, Sambalpur. | |
| | Computer Science | P.G. Dept. of Computer Science, Sambalpur | |
| 20. | Subsection and the subsection of the subsection | University. | |
| 21. | MBA (Financial | P.G. Dept. of Business Administration, Sambalpur | |
| 21. | Management) | University. | |
| 22. | Sociology | P.G. Dept. of Sociology, Sambalpur University. | |
| 23. | Applied Geology/ Geology | P.G. Dept. of Earth Science, Sambalpur University. | |
| 24. | Law | P.G. Dept. of Law, Sambalpur University. | |
| 25. | M.P.A. | School of Performing Arts, Sambalpur University. | |
| 26. | Lib. & Inf. Sc. | P.G. Dept. of Lib. & Inf. Sc., Sambalpur University. | |
| 27. | MBA | P.G. Dept. of Business Administration, Sambalpur University. | |
| 28. | Life Science | P.G.Department of Life Science, Sambalpur university. | |
| 29. | Environmental Science | P.G.Department of Environmental Sc., Sambalpur university | |
| 30. | Statistics | P.G.Department of Statistics, Sambalpur University | |
| 31. | Biotechnology & Bioinformatics | P.G.Department of BT& BI, Sambalpur University | |
| 32. | MSW(SF) | P.G.Department of Sociology, Sambalpur University | |

| 33. | Bioinformatics(SF) | P.G.Department of BT& BI, Sambalpur University |
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| 34. | Executive MBA | P.G.Dept. of Business Administration, Sambalpur University |
| 35. | Integrated B.ED-M.ED | P.G.Dept. of Education, Sambalpur University |
| 36. | M.Tech. Environmental Science & Engineering(SF) | P.G.Department of Environmental Sc., Sambalpur university |
| 37. | M.SC Food Science(SF) | P.G.Dept. of Home Science, Sambalpur University |
| 38. | Microbiology | School of Life Science, Sambalpur University |

Controller of Examinations

Dated: 20/03/ 2023,

| Memo No. | OIN | /EG-III. |
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| | | 120 111 |

Copy forwarded to:-

1. Chairman, P.G. Council, Sambalpur University.

- 2. H.O.D., All the P.G Departments, Sambalpur University.
- 3. Principal, Govt. College, Sundargarh/Govt. womens college, Sambalpur/Panchayat College, Bargarh/NSCB Govt.College, Sambalpur/Govt. Womens College, Sundargarh/Muncipal College, Rourkela,Imperial College, Bargarh, Deogarh College, Deogarh,
- 4. Section Officer, Acd-I/ EC-III/EC-V/EC-VI/Code/Controller of Examinations Unit/Computer Unit.
- 5. Director, E-Governance Nodal Centre to upload in the University Website.

6. Two spare copies to EG-III Section.

Controller of Examinations