

# **GUJARAT TECHNOLOGICAL UNIVERSITY**

## **Important Guidelines for MCA Practical Examinations**

1. Two External Examiners would conduct the Practical Examination at each Exam Centre. If only one examiner is appointed at the centre than other one is to be appointed from the institute with the approval from COE.
2. The students should be given 2 hours to perform the Practical and viva-voce to be conducted thereafter.
3. Out of 80 marks, the marking scheme for the Practical and Viva-voce examination would be 60 marks and 20 marks respectively.
4. The question paper set for the Practical examination would be emailed to the External Examiners on the previous day of the examination by the GTU.
5. After completion of the practical examination, the External Examiners should ensure that the printouts of the programs along with the supplementary answer sheets should be enclosed in an envelope and sealed and handed over to the Principal of the Exam Centre.
6. The mark sheets should be duly filled in and signed by both the External Examiners, sealed in the prescribed cover and handed over to the Principal of the Exam Centre, after completion of the practical examination.
7. Signature of the GTU Coordinator is not required to be taken on the mark sheets by the External Examiners.
8. the Principal of the Exam Centre will have to submit all the documents related to Practical Examination to the GTU within three (03) days after completion of practical examination at the respective centres.
9. TA/DA and Remuneration for the Practical Examination will be given by the Principal of the Exam Centre to all the External Examiners as per the GTU norms and the Exam Centre would submit the accounts to the GTU subsequently.

**12<sup>th</sup> July10**  
**I/C Controller of Examination**

**Sd/-**