

GUJARAT TECHNOLOGICAL UNIVERSITY

No: DEG/EXAMFORM/BLANK/WINTEREXAM/11485

DATE: 24/11/2011

Circular:

Instructions to use blank exam forms for BE/BPharm(sem1/2/3) GTU examination winter-2011/12:

- 1) Blank exam forms should be used only in case of barcoded printed exam forms not send by GTU to institute. Please make sure before submitting to GTU.**
- 2) Do verify subject codes filled by students. In a particular subject if student having backlog in mid semester test exam only and not in GTU external exam, then such subject code should not be included in GTU external exam form.**
- 3) For B.Pharm less than 50 % case, clearly mention subject code for which student has given choice to appear in examination**
- 4) Blank exam forms should not be used for those students penalized under UFM rules and still their punishment not completed or Detained as per the GTU prevailing norms.**
- 5) Make separate file for manually filled blank exam forms while submitting to GTU.**
- 6) You can use blank exam form for those students who have enrolled late and bar coded exam forms not received by you for the same.**
- 7) Also make separate summary sheet in forwarding letter duly signed by principal for above such handwritten forms (branch code, semester, no of students, fee)**

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Controller of Examination

GTU