

**ACADEMIC (UG) SECTION
INDIAN INSTITUTE OF TECHNOLOGY, KHARAGPUR**

No: IIT/Acad (UG)/H-IV/22(EAS)/2016-17
Dated: 17th October, 2016

EXAMINATION NOTICE

The **END-AUTUMN** Semester Examination of the Academic Session **2016-2017** for the following undergraduate courses will be conducted from **21st November, 2016 to 29th November, 2016** in two session i.e. First Session from **9.00 A. M. to 12.00 Noon** and Second Session from **2.00 P. M. to 5.00 P. M.**

- a) 4-Year B. Tech.(Hons.) course/5-Year Dual Degree
- b) 5-Year B. Arch.(Hons.) course
- c) 5-Year M. Sc. course
- d) 1st Year & 2nd Year of Joint M. Sc.- Ph. D courses
- e) 1-Year Preparatory course

ALL EXAMINEES TO NOTE

1. Carrying of Electronic gadgets including Cell/Mobile Phones, Computers, walkman, etc. to the Examination Halls is strictly Prohibited.
2. It is reiterated that students writing Examinations must occupy their seats in his/her Examination Hall allotted, at least 15 minutes before the commencement of Exams. Reporting to the Examination Halls at the last minute by a large number of students causes disturbance in smooth distribution of answer scripts and question papers.
3. They must carry their Admit Card, generated thro' ERP.

Students are required to appear at the examination dressed in befitting clothes, any students with grotesque dress will not be allowed to enter the Examination Hall.



Dy. Registrar (Academic)

NOTICE BOARD

*HMC website -
List 18/10/16*

Contd.....2

To:

- 1) All Heads of the Departments/Centres (2 copies each)-
- 2) All the Wardens of Halls of Residences-(2 copies each)
- 3) Prof.-in-Charge of Examination.
- 4) Chairman, ERP – with a request to kindly arrange for preparation of Examination Time Table and Invigilation Duty List (for Central Examination)
- 5) PSM, ACSSC,
- 6) Accountant (Cash), IIT, Kharagpur.
- 7) Dean of Students' Affairs
- 8) Dean (UGS)
- 9) Chairman, HMC,
- 10) PMO, B. C. Roy Tech. Hospital
- 11) Security Officer- He is requested kindly to ensure that the rooms No.S-301, S-302, F-116, 127, 131, 132, 142, 232, 233, 234, 235, 236, 244 and the rooms of Nalanda Complex and Vikramshilla (V₁, V₂, V₃, V₄) are kept open in time & also that no contractor or outsider are allowed to work during the period of Examination.
- 12) Mr. B. B. Rai, Executive Engineer (Estate Maintenance)
 - a) with the request kindly to ensure that all the lavatories are cleaned and white washed and water taps are in order.
 - b) arrange for deployment of 40 nos. outsourced person for examination purpose.
- 13) Shri Sudip Sarkar, Engineer (Electrical)
 - for necessary action to depute electricians for attending the urgent need during the examination period and also to ensure that all electrical fitting, lights and fans are in order in the Examination Halls.
- 14) Librarian, Central Library
- 15) President, TSG
- 16) O.C., NCC (Air Wing)
- 17) O. C., NCC (EME)
- 18) Asstt. Registrar (A/c)
- 19) Head, NSS
- 20) Sr. Sanitary Inspectors, Institute Main Building/ Nalanda Complex.
 - with the request kindly arrange to take the following action with respect to Institute Main Building and Nalanda Complex class rooms:
 - i) Sweeping the floor of the Examination Halls on alternative date before the commencement of the Examination.
 - ii) Remove dusts from the desks and benches of all examination halls and arrange seating stools properly in Room No.S-301 and S-302.
 - iii) Clean the toilets near the Examination Halls every one hour during the examination. All torn pieces of papers may be removed from the toilets. All books or exercise books found in the toilets should be deposited immediately in the Examination Control Room (F-101 near TFS Office).
 - iv) Water buckets filled with water shall be placed in front of each examination hall before commencement of the examination in each session.
- 21) Director's Office, 22) Registrar's Office, 23) Executive Engineer (Water Works)
- 24) Officer-in-Charge, Transport Section
 - with the request kindly to arrange separate transport services as usual in two session i.e. F.N. & A.N. for the examination period i.e. from **21-11-2016 to 29-11-2016** on all working days. The transport to be reported at Institute Main Building sharp at **8.15 A. M. & 1.15 P. M.** & B. C. Roy Technology Hospital, New Academic Complex and Nalanda Complex at **12.00 Noon and 5.00 P. M.**
- 25) Mr. Sital Karar, Overseer,
New Academic Complex – with the request to keep the Room Nos. V₁, V₂, V₃, V₄ ready in all respect for holding the examinations.
- 26) Mr. S. Ghosh, Engineer (Electrical), Service Centre, New Academic Complex, IIT, Kharagpur.
- 27) Prof.-in Charge, AudioVisual(CWISS) 28) Security-in-Charge, Vikramshila Complex/ Nalanda Complex.

