



गुजरात केन्द्रीय विश्वविद्यालय
(भारत की संसद के अधिनियम सं. 25, 2009 के तहत स्थापित)
CENTRAL UNIVERSITY OF GUJARAT
(Established by an Act of Parliament of India, No 25 of 2009)

Darshan G. Maru
Controller of Examinations

By Fax/ Hand/E-Mail/Speed Post

F.No.1-7/2024-COE/PC/147

16/12/2024

To,
All Concerned Deans/Chairpersons/HoDs
Central University of Gujarat

Subject: Submission of Question-papers for Backlog Examinations Monsoon - 2024

Respected Madam/Sir,

In continuance to the above cited subject the Backlog Examination will be conducted between **18/12/2024 to 20/12/2024 (Annexure III)**. The Schools/Centres/Departments are hereby requested to arrange the submission of two sets of question papers to the CoE office **latest by 17/12/2024 evening till 05:00 PM**. The paper-setter(s) for the Backlog Examinations shall prepare two sets of question-papers having distinct questions. Both the sets shall be submitted in **"Scaled Envelope"** marked as **'Confidential'** to the CoE Office. The envelop for each set must be super-scribed by details regarding set number, programme name, course code, course title, semester, number of question-papers and answer-sheets required, name(s) of paper-setter(s), signature of paper-setter(s) and should be counter signed by Dean of School/ Chairpersons of the Centre/ Head of the Department. **(Annexure I & II to be checked carefully – attached herewith)**

Note: The paper setters are advised to thoroughly review the questions in both sets;

1. To eliminate the scope of any potential repetitive similarities.
2. To maintain consistency on the sealed envelope and question-paper inside the sealed envelope with regard to course code, course title, content of question-paper etc.
3. Date and time of the question-paper will be furnished by the CoE office as per the Backlog Examinations time-table.
4. Kindly indicate proper marks/marks distribution for each question on the question-paper clearly.


Controller of Examinations

Enclosures:

1. Specimen for masthead of question paper **(Annexure I)**
2. Specimen for envelop **(Annexure II)**
3. Time-table **(Annexure III)**

Copy to: (1) PS to VC (2) Registrar (3) All Concerned Deans, Chairpersons and Head of Departments (4) All Faculty Members (5) DSW/Provost (6) ICT Department - for uploading on university website.