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15/04/24

**Indira Gandhi University  
Meerpur Rewari**



इंदिरा गांधी विश्वविद्यालय  
मीरपुर रेवाड़ी

15/04/24  
Class

(A State University Established under Haryana Act No. 29 of 2013)  
(Recognized as U.B. & 2(A) of UGC Act 1956)

Encl. No. Conduct/2024/2676-2680

Date: 12.04.2024

To: All the Chairpersons/ Principals /Directors  
U.T.O./Govt./Govt.-aided Colleges, Self Finance Colleges  
Affiliated to I.G. University, Meerpur, Rewari

Sub: Revised Conduct of Practical, Summer Training Report, Viva-Voce, Self Study & Seminar for UG/PG 2<sup>nd</sup>, 4<sup>th</sup>, 6<sup>th</sup>, 8<sup>th</sup> & 10<sup>th</sup> Semester (Regular/Re-appear, Mercy Chance) Exam 2024

Sr/Madam,  
This is being brought to your kind notice that the Practical, Summer Training Report, Viva-Voce & Seminar for UG/PG Even semester (Regular/Re-appear, Mercy Chance) Exam 2024 are required to be held according to the schedule mentioned below.

S/N	Courses	Semester	Practical Schedule	Last Date for Uploading Awards
1	B.A., B.Com., B.Sc., B.J.M.C., B.Sc. Biotech., BBA, BCA, B.A. (H), B.Sc.(H), B.Com. (H)	6 <sup>th</sup> Sem.	18.04.2024 to 30.04.2024	11.05.2024
2	B.P.Ed. & D.P.Ed.	4 <sup>th</sup> Sem.	18.04.2024 to 30.04.2024	11.05.2024
3	(Only Re-appear, Mercy Chance)	5 <sup>th</sup> Sem.	18.04.2024 to 30.04.2024	11.05.2024
4	B.A., B.Com., B.Sc., B.J.M.C., B.Sc. Biotech., BBA, BCA, B.A.(H), B.Sc.(H), B.Com.(H)	2 <sup>nd</sup> , 4 <sup>th</sup> Sem.	18.04.2024 to 15.06.2024	20.06.2024
5	B.P.Ed, D.P.Ed	2 <sup>nd</sup> Sem.	18.04.2024 to 15.06.2024	20.06.2024
6	MBA, MCA, MA, M.Sc., M.Com., M.Tech., M.Pharma.	2 <sup>nd</sup> , 4 <sup>th</sup> Sem.	18.04.2024 to 15.06.2024	20.06.2024
7	B.Tech., B.Pharma., BHMCT, LLB (2Year & 5-Year), M.Com.(H 5Year).	2 <sup>nd</sup> , 4 <sup>th</sup> , 6 <sup>th</sup> , 8 <sup>th</sup> & 10 <sup>th</sup> Sem.	18.04.2024 to 15.06.2024	20.06.2024

It has been decided that the practical examination will be conducted in the concerned college/department by panel of examiners provided by the university. The dates of examination shall be decided by the college/ department in consultation with the examiners. The college/department shall communicate the schedule of practical examination to Conduct Branch of University at email [igu.conductbranch@gmail.com](mailto:igu.conductbranch@gmail.com)

The Practical, Summer Training Report, Viva-Voce, Self Study & Seminar for UG/PG Even semester (Regular/Re-appear/Mercy Chance) shall be conducted during the aforementioned period and after conducting the same, the concerned department/college shall upload the marks awarded by examiner, on the University Website/Portal up to the last date stated above. A hard copy (print out as well as hand filled in-separately envelopes) of the award list with memo having full signature and complete address of the Examiners with contact no. be submitted to the Superintendent (Conduct) upto 25.06.2024, failing which the same shall not be accepted and responsibility shall be with the concerned department/college.

**Note:**

- Seminar and Self Study practical are to be conducted at own level by dept./college.
- Practicals of Re-Appear & Mercy Chance students shall be conducted in the college/dept. in which they were regular students.
- In case due to any technical reason, if any award(s) could not be uploaded on the portal, the same may be sent to the Conduct with separate covering letter mentioning therein the specific technical reason for not uploading the awards.

Sub B of  
12/4  
Controller of Examination  
Dated: -12.04.2024

Encl. No. Conduct/Practical/2676-2680

Copy of the above is also forwarded to the following for information and necessary action:

- In charge, University Website with the request to upload it on the University website.
- Agency involved with instructions to open the practical portal as per schedule mentioned above
- A.R.(Exams Branch)
- A.R.(Result Branch)

Sub B of  
Controller of Examination