



CENTRAL UNIVERSITY OF ANDHRA PRADESH

ANANTHAPURAMU

Odd Semester (Dec 2020- March 2021) End Examinations – April 2021

Date: 30-03-2021.

Guidelines for Online Examination

1. The student must join the session (**Online**) **15 minutes** before the commencement of the examination.
2. The teacher concerned shall post the question paper in the respective “Course WhatsApp Group”/ individual email ID of the student, 5 minutes before the commencement of the exam.
3. The student should stop writing answer paper once the stipulated time is over.
4. The Answers must be written with a **Black** ink ballpoint pen legibly.
5. Student must use **A4** size white papers (unruled) for the exam.
6. Student must ensure that the **first page of answer script** has details viz., Central University of Andhra Pradesh, End Semester Examinations- April 2021, Registration Number (in every page), name of the programme, Subject, Course title and code, Semester, Date of the exam and total number of pages of answer script (Refer sample copy attached).
7. Student must ensure that the answer script contains page number and Registration number of the student on the top right side corner of each page.
8. **No Student shall write their name anywhere in the answer script including on page no.1, if written that paper treated as null and vide.**

9. Students are given maximum **10 minutes** to scan and email the written answer script to the course teacher's e-mail in **PDF format only**. All pages put together written by the candidate must be in order.
10. It is the responsibility of the students to send answer script within the specified time, failing which their answer script will not be taken into consideration for evaluation.
11. The Students should send their original answer scripts (all answer script together) to the Programme Co-ordinator through Speed Post. The answer scripts (hardcopy) have to reach the University **within 6 days** after the end of last examination.

Address to Post Answer Scripts:

Name of the Programme Co-ordinator
Central University of Andhra Pradesh
JNTU IT Incubation Centre, JNTU Road,
Ananthapuramu – 515002.

12. Any kind of malpractice whatsoever will be viewed seriously.

Submitted for ViceChancellor Approval.



Coordinator of Exams



**Dean In-charge
DEAN I/O
Central University
of Andhra Pradesh
Anantapuramu-515 002.**

Copy to:

1. ViceChancellor, Central University of Andhra Pradesh
2. Assistant Registrar, CUAP.