



**MANIPAL UNIVERSITY
JAIPUR**

EXAMINATION MANUAL

Organogram Office of the CoE



Dean – Graduate Outcomes



Controller of Examinations



Dy. Controller of Examinations



Dy. Controller of Examinations

Asst. Controller of Examinations



Programmers (2)



Process Associate (9)



Sr. Assistant (1)



Jr. Assistant (3)

GDW (1)



MANIPAL UNIVERSITY
JAIPUR

Examination Process

1. Types of Examinations

- 1.1 Mid Term Examination
- 1.2 Re-Sessional Examination
- 1.3 End Term Examination
- 1.4 Practical Examination
- 1.5 Make up Examination
- 1.6 Summer Semester Examination
- 1.7 PhD Entrance Examination
- 1.8 Viva Voce/Project Evaluation

2. Examination Schedule, Weightage and Duration

- 2.1 The conduction of Examination and awarding grades in a particular course/result processing at MUJ is fairly decentralized process under the supervision of Controller of Examinations (CoE).
- 2.2 The following evaluation scheme across all programmes (except programmes of Faculty of Design) will be implemented and effective from the Academic Year 2023-24:
 - Mid Term Exam (MTE) : 30 marks weightage
 - Class Work Sessionals (CWS) : 30 marks weightage
 - End Term Exam (ETE) : 40 marks weightage
- 2.3 The duration of MTE examination will be 1 hour and 30 minutes, and the duration for ETE will be of 3 hours (effective from the academic year 2023-24).
- 2.4 MTEs and ETEs are scheduled as per the Annual Academic Calendar notified by the Registrar.
- 2.5 The schedule of examinations for some of the Common Courses and Open Electives Courses offered across the specializations and programmes will be sent by the Office of CoE, while the examinations for the other courses of the concerned departments and the programmes will be scheduled by the respective departments.
- 2.6 The Programme/Course-wise Examination schedule for MTE and ETE will be informed to the students at least one week prior to the commencement of the examinations by the respective department/Office of CoE.

3. Appointment of Examiners

- 3.1 Generally a Course Coordinator is appointed as the Question paper Setter for the theory courses by the HoD.
- 3.2 Question paper Moderators are also appointed by the HoD.
- 3.3 The Course Coordinator and Faculty Members teaching a particular course will be appointed as Examiners.
- 3.4 The Departmental Exam Coordinator is appointed by the HoD in consultation with the Director of the School.
- 3.5 The Departmental Exam Coordinator will assign Invigilation duties, with the approval of HoD in a ratio of 30:1 (i.e. 1 invigilator up to 30 students). The responsibilities of Departmental Exam Coordinators and Invigilators are given in Appendix 1.
- 3.6 One week before ETE, CoE will appoint the Center Superintendent, Deputy Superintendent and Flying Squad for smooth and impartial conduct of examination. The responsibilities of Center Superintendent, Deputy Superintendent and Flying Squad are given in Appendix 2.

4. Printing of Question Papers

- 4.1 The Department - wise schedule of printing of question papers is notified to all concerned prior to the commencement of the examinations by CoE.
- 4.2 Copies of question papers shall be taken from Exam Section only, by the Course Coordinator/ Paper Setter.
- 4.3 Printed question papers should be properly sealed in the envelope, super-scribing Course Name, Course Code, Date and Time of the examination and number of copies.
- 4.4 Departmental Examination Coordinator should make sure that none of the material related to the question paper is left in the Exam Section and should destroy all the misprinted/waste copies of the question paper before leaving.
- 4.5 Departmental Examination Coordinator should sign in the register/file maintained for record keeping (No. of copies taken, No. of envelopes used).
- 4.6 The sealed envelope should be in the custody of Departmental Exam Coordinator only and it should not to be kept with faculty members or anyone else.

5. Answer Booklet Evaluation and Marks Entry

- 5.1 The concerned faculty members should get the answer booklets issued from the Department Exam Coordinator.
- 5.2 They should evaluate the answer booklets in a secluded place and should not leave them unattended anytime.
- 5.3 They should enter the marks obtained in each question on the top sheet of the answer booklet and sign in the space provided.
- 5.4 The department will prepare the schedule (date, time, venue, etc) for showing evaluated answer booklets to the students in accordance with the Academic calendar and notify the same to the students.
- 5.5 The answer booklets will be shown to the students **one by one, not collectively, on a date finalized by the department concerned that has offered the course**. The students may discuss the solution and marking scheme with the course coordinator/evaluator. Any objections in the marks may be brought to the notice of the evaluator immediately. Once submitted, the grievance shall not be entertained. In case of disagreement, the concerned HoD may either review the matter and, if deemed necessary, seek input from another faculty member for clarification. Furthermore, if need be, HoD in consultation with the CoE may also request another Senior faculty member for re-evaluation or as approved by the higher authority. However, no formal re-evaluation system is in place.
- 5.6 **Grievance redressal mechanism for the wrong marks entry** - In case of any wrong marks entry, students must report the discrepancy to the course coordinator/evaluator immediately. The evaluator will verify the issue and make necessary corrections, if required. If the matter remains unresolved, the student may escalate the concern to the Head of the Department (HoD). The HoD may further request the CoE for necessary correction within the stipulated timeframe, which is 30 days from the date of result publication, as per the established procedure, as grievances raised beyond this period shall not be entertained.

- 5.7 After showing the answer booklets to the students, faculty members should upload the marks in AMS/DMS and submit the checked answer booklets, along with 2 copies of the question paper, one copy of the marking scheme/ solution and properly filled and duly signed (on each page) marks list, to the Exam Section as per the schedule notified.

6. Grade Moderation

- 6.1 The Examination Section will get the initial grades calculated from AMS/DMS and send it to the departments.
- 6.2 A Grade Moderation Committee (GMC) is constituted in every department to modify/tweak the grade boundaries in a course, if needed, so that the result follows a near normal distribution.
- 6.3 The GMC comprises of the HoD and all Course Coordinators of that semester.
- 6.4 Grade moderation is a decentralized process and is carried out by departments independently.
- 6.5 After moderation the new grade boundaries if any, are sent back to the Examination Section duly approved by Director and Dean, for final notification of result.

7. Mid Term Examination

- 7.1 Single Mid Term Examination will be conducted for each course as per the Annual Academic Calendar.
- 7.2 Re-Mid Term Examination is conducted only for those students who are unable to appear in the Mid Term Examination due to some genuine reason on medical grounds only, provided they have informed the concerned authorities before commencement of examination. Upon recommendations of the Committee constituted by the Head of the Department (HoD), students will be permitted to appear for the Re-Mid Term Examination in a course which he/she has missed.
- 7.3 **Guidelines for Re-Mid Term Examination**
- Re-Mid Term Examination will cover the syllabus completed till date.
 - If a student misses the MTE and Re-Mid Term, s/he will be awarded '0' Marks under MTE component.

8. Make-up Examinations

- 8.1 Makeup Examinations are conducted along with the Regular ETE of a semester, only for the courses running in that semester.
- 8.2 Students who obtain F or I grade in ETE, are allowed to take Make-up Exam in the respective courses.
- 8.3 Makeup Examinations in courses of immediate preceding semester will be conducted soon after the regular End Semester Examinations of that semester. That is immediate makeup examinations in odd semester courses will be conducted soon after the declaration of the odd semester results, while immediate Makeup Examination in the Even Semester courses will be conducted soon after the declaration of the Even Semester results. No Special Makeup Examinations shall be scheduled for the students who miss the opportunity mentioned.
- 8.4 As a special case, students of passing out batch as well as of the passed out batches are provided an opportunity to apply for the Special Make up Examinations to clear their backlog courses during the regular odd and even semester examinations in such a way that the odd semester students could appear for the even semesters' backlog courses and vice versa.

9. Summer End Term Examination

Grades Applicable in the Summer End Term Examination

- 9.1 The grade boundaries for the Summer End Term Examination will be the same as those in the immediately preceding ETE for the specific course.
- 9.2 All the students who appear in the Summer End Term Examination (except those having I grade in the ETE), will be awarded **one grade lower than what they have secured**. However, a student who secures an E grade will retain the same grade.

9.3 Grades Applicable in Makeup Examination

- a. The grade boundaries for Makeup Examination will be the same as those in the immediately preceding ETE for specific course.
- b. Students who miss the ETE due to genuine reason (on medical ground) in a particular course, his/her application for awarding I (Incomplete) Grade will be considered by the CoE office based on the recommendations of the Head of the Department, and the Dean of the Faculty, only if the approval reaches the office of the CoE before the declaration of results. No request would be entertained after the declaration of results.
- c. All students who appear in these Examinations (except those having I grade in the ETE), will be awarded one grade lower than what they have secured as per 9.3(a). However, a student who secures an E grade will retain the same grade.

10. Result Declaration

- 10.1 The Office of CoE will declare the results within 15 days of completion of grade moderation and its due approval from the Dean of the concerned Faculty and Apex Committee.
- 10.2 The result of a student will be put on hold, based on the instructions of the competent authority, if s/he has not paid his/her dues (fee and library) or there is a case of disciplinary action pending against him/her.

11. Malpractice

Based on the reports submitted by the Invigilators, Department Exam Coordinators and HOD's, the committee constituted to control the malpractice activities pertaining to the examinations, will recommend a suitable punishment referring to the guidelines framed to control the cases of Malpractice.

Guidelines to Control the Malpractice/Unfair Means

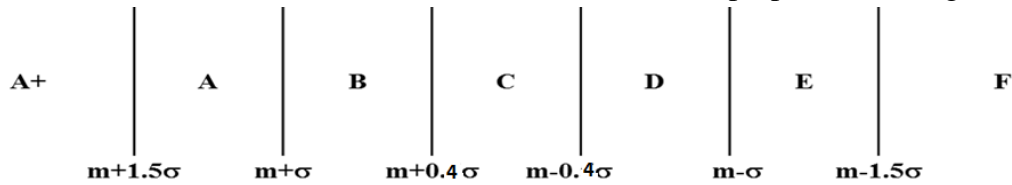
| Level | Type of Malpractice | Mid Term Examination (MTE) | End Term Examination (ETE) | Practical Examination (PRE) |
|-------|--|---|--|---|
| | | Punishment | | |
| 0 | 0.1 Use of washroom (Under emergent circumstance) for more than 5 minutes during examination | Warning | Warning | Warning |
| 1 | 1.1 Possession of mobile phones / smart watch / ear buds / headphones or other electronic gadgets 1.2 In open book examination carrying any material prohibited by the department like solution manual etc. 1.3 Major scribbling on question paper (like solving question or other exam related content) 1.4 Chatting with other students | 20% of the maximum marks shall be deducted from the marks obtained by him / her in MTE of this course | 20% of the maximum marks shall be deducted from the marks obtained by him / her in ETE of this course | 20% of the maximum marks shall be deducted from the marks obtained by him / her in PRE of this course |
| 2 | 2.1 Found with course related material in mobile phones or on chit or scribbled on parts of body, hall ticket/id card, calculators, etc., but not found using it. 2.2 Refuses to give his/her statement in the malpractice case registration form. | 50% of the maximum marks shall be deducted from the marks obtained by him / her in MTE of this course | “0” marks shall be awarded in this course | “0” mark shall be awarded in PRE of this course. |
| 3 | 3.1 Misbehaving/ Misconduct with Invigilator or any other exam officials. * 3.2 Found copying from course related material in mobile phones or on chit or scribbled on parts of body, hall ticket/id card, calculators, etc., and found using the same. 3.3 Exchange of Answer script/question paper/textbook/notebook etc. with another student 3.4 Taking answer booklet outside examination hall without submitting to the room invigilator * 3.5 Destroying evidence. * 3.6 Carrying of fake identity card (i.e., carrying another student’s id card to take own exam)/ non-availability of authentic identification card or exam hall ticket except for temporary id card issued by the department or Directorate of Student Welfare. * 3.7 Found copying from fellow students answer sheets during examination. 3.8 After two warnings in any exam (MTE/ETE) in Current semester if student is caught engaged in malpractice in a semester. 3.9 Repeated offence of activities under level 1 in a semester. 3.10 Leaving examination hall without permission. * | “0” mark shall be awarded in MTE of this course exam. | “0” marks shall be awarded in all the courses exam excluding labs | “0” shall be awarded in this course. |
| 4 | Repeated offence of any type of malpractice in the same semester (other than level 1) | “0” mark shall be awarded in all the courses of current mid term | “0” marks shall be awarded in all the courses including labs (if lab carries separate credits) of the current semester | |
| 5 | Student found taking photo of question paper/ circulating photo of question paper/showing question paper to students standing outside exam hall or found aiding in leaking of question paper | “0” mark shall be awarded in all the theory courses of current mid term | 0” marks shall be awarded in all the courses including labs (if lab carries separate credits) of the current semester and shall be debarred from subsequent semester | |
| 6 | Impersonation, Severe Misconduct/ Threatening exam officials or fellow students, destroying answer booklet, disrupting examination. | Shall be debarred for one year (current semester and following regular semester) | | |

*Cases shall be forwarded to the Directorate of Student Welfare for necessary disciplinary action.

Deputed committee may recommend suitable punishments for the case of indulgence in activities listed/not listed in above mentioned guidelines.

12. RELATIVE GRADING POLICY

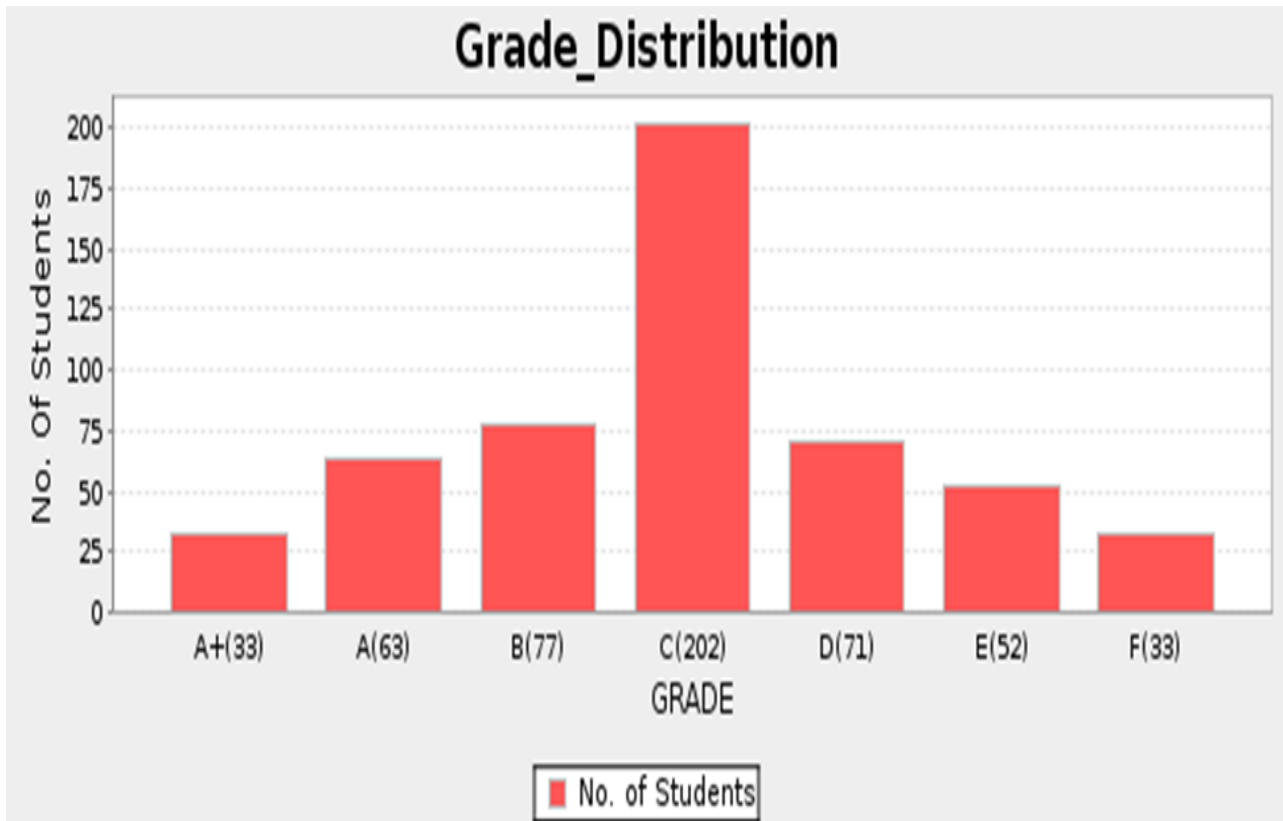
Based on mean (m) and standard deviation (σ) of score, we propose following cutoffs for the grades:



Example: Relative Grading Policy-EC1101 (Basic Electronics)

| | | |
|---------------|---------------|------------------|
| A+ | 84.0 | 100.0 |
| A | 76.0 | 83.0 |
| B | 69.0 | 75.0 |
| C | 53.0 | 68.0 |
| D | 45.0 | 52.0 |
| E | 37.0 | 44.0 |
| F | 0.0 | 36.0 |
| total student | A+ Percentage | Fail Percentage= |
| 531 | 6.21 | 6.21 |
| Mean=60.76 | SD=15.56 | |

| | |
|----|------------------|
| A+ | Mean + (1.5*S.D) |
| A | Mean + S.D |
| B | Mean + (0.4*S.D) |
| C | Mean - (0.4*S.D) |
| D | Mean - S.D |
| E | Mean - (1.5*S.D) |



13. EVALUATION PROCEDURE

13.1 Grading

The Relative grading system is followed when the number of students in a course is more than 25 and absolute grading otherwise. Grades are calculated based on the mean (m) and standard deviation (σ) of the total marks secured by the students in each course. Marks obtained in the in-semester and end-semester examinations are added together and a 10-point grading system is used to award the student with an overall letter grade for the course.

| F | E | D | C | B | A | A+ |
|---------------|------------|---------------|---------------|------------|---------------|----|
| $m-1.5\sigma$ | $m-\sigma$ | $m-0.4\sigma$ | $m+0.4\sigma$ | $m+\sigma$ | $m+1.5\sigma$ | |

13.2 Letter Grading System

- Letter Grades and Grade points are as shown below:

| | | | | | | | |
|--------------|----|---|---|---|---|---|------------|
| Letter Grade | A+ | A | B | C | D | E | F/I/DT/S/U |
| Grade Point | 10 | 9 | 8 | 7 | 6 | 5 | 0 |

- A student who earns a minimum of 5-grade points (E grade) in a course and 'S' (satisfactory) grade in the mandatory learning courses is declared to have successfully completed the course and earned the credits assigned to it.
- The UG students must secure minimum 35% marks in the End Term Examination and overall, to obtain a passing grade in any theory of the courses. While the PG students must secure 40% of marks in the End Term Examination and overall to obtain a passing grade in any theory of the courses.
- A student who is eligible for, but fails to appear in, the end-semester examination, will be awarded 'F' Grade. However, if s/he fails to appear in the End Semester Examination due to valid reasons, (including medical, non-payment of dues or other family reasons) s/he will be awarded an 'I' (incomplete) grade. Relaxation to the award of 'I' grade is permissible, only if prior approval has been given by the Dean of the concerned Faculty before the start of the examinations.
- If a student is not eligible to appear in the End Semester Examination owing to his/her not fulfilling the minimum attendance requirements in any course, s/he will be awarded a 'DT' grade (detained) and has to re-register for the course(s) at the next available opportunity.

14. GRADE POINT AVERAGE (GPA) & CUMULATIVE GRADE POINT AVERAGE (CGPA)

14.1 The overall performance of a student will be indicated by two indices: Grade Point Average (GPA) & Cumulative Grade Point Average (CGPA).

14.2 GPA is the weighted average of the grades obtained in a semester.

14.3 CGPA is the weighted average of the grades up-to and including any semester. The details of the calculation of GPA and CGPA are given below.

14.4 After the results are declared, grade cards will be issued to each student, which will contain the list of courses for that semester and grades obtained by the student, GPA of that semester.

14.5 **Calculation of GPA and CGPA:** Each letter grade is converted into grade points as mentioned above. These grade points (G_i) are weighted with the number of credits (C_i) assigned to the course. The Grade Point Average (GPA) is the weighted average of Grade Points awarded to a student in a

semester. The weighted average of GPA of all semesters at any point of time is the Cumulative Grade Point Average (CGPA) at that point of time.

$$\text{GPA} = \frac{\sum_{i=1}^n C_i G_i}{\sum_{i=1}^n C_i}$$

$$\text{CGPA} = \frac{\sum_{j=1}^N \text{GPA}_j (\sum_{i=0}^n C_i)_j}{\sum_{j=0}^N (\sum_{i=0}^n C_i)_j}$$

Where

n = Number of courses registered,

C_i = Course credits,

G_i = Grade point, N = Number of semesters.

Example of calculation of GPA and CGPA

| Courses | Credits | Letter | Grade | Grade Points C _i * G _i |
|--------------------------|---------|--------|-------|---|
| Engg. Mathematics-1 | 4 | A | 9 | 36 |
| Mechanics of Solids | 4 | A+ | 10 | 40 |
| Basic Electronics | 4 | B | 8 | 32 |
| Mechanical Engg. Science | 4 | C | 7 | 28 |
| Engineering Physics | 4 | B | 8 | 32 |
| Comm. Skills in English | 3 | A | 9 | 27 |
| Basic Workshop Practice | 1 | A | 9 | 9 |
| Engineering Physics lab | 1 | B | 8 | 8 |

Credits = 25 GPA = (36+40+32+28+32+27+9+8)/25 = 8.48

| Semester | Credits earned | GPA |
|----------|----------------|------|
| i | 25 | 8.48 |
| ii | 25 | 8.62 |
| iii | 26 | 8.24 |
| iv | 26 | 8.42 |

Total credits earned = 102

CGPA = 8.48x25 + 8.62x25 + 8.24x26 + 8.42x26 = 860.66/102 = 8.44

15. Transfer of credits

15.1 The courses credited elsewhere, in Indian/Foreign University/ Institutions/Colleges by students during their study period at Manipal University Jaipur may be counted towards the credit requirements for the award of degree.

15.2 Students can earn external credits only from Indian/Foreign Universities/Institutions with which MUJ has a MoU for the above purpose.

15.3 The credit transferred will reduce the number of courses to be registered by the student at Manipal University Jaipur. The guidelines of such transfer of credits are as follows:

15.4 B. Tech. student with consistent academic performance and CGPA ≥ 7 can credit the courses approved by the concerned Board of Studies (BoS) and ratified by Faculty Board (FB) in Engineering of Manipal University Jaipur, in other institutions during 3rd/ 4th year and during semester breaks.

15.5 Credit transferred will not be used for GPA/CGPA computation. However credit transferred will be considered for the overall credit requirements of the program.

15.6 Credit transfer can be considered only for the courses at same level or above.

- 15.7 Student must provide all details for the course which he is requesting for credit transfer along with the acceptance letter for the scrutiny of the concerned BoS, before proceeding for the course.
- 15.8 Maximum number of credits that can be transferred by a student shall be limited to the number of credits earned in the corresponding semester in MUJ. However total credit earned at completion of degree should not be less than the required credit for award of degree. In case a student has earned more credits from other universities/ educational Institutions/ Research Institutions, the student may indicate his/her preference for credit transfer. However, the decision of the Dean of the Faculty concerned in this regard shall be considered as final.
- 15.9 Student has to get minimum passing grades/marks for such courses for which credits transfer is to be made. Only such courses may be considered for acceptance of credit transfer, in which the student has secured at least B grade/GPA of 8 or above/a minimum of 50% marks, as the case may be.
- 15.10 Credit transfer availed by a student shall be properly recorded on the academic record(s) of the student.

16. Process of Collecting the Question Paper for the Examination

- 16.1 Two set of Question papers shall be submitted to the Head of the Department by the concerned course coordinator.
- 16.2 Moderation Committee designated by the department shall maintain the moderation report with suggested changes at the respective departments.
- 16.3 The course coordinator shall submit two set of final moderated question papers with all the changes incorporated to department exam coordinator.
- 16.4 Online link to upload the question paper is shared to all the Department Exam Coordinators by the Controller of Examination.
- 16.5 Department Exam Coordinator shall upload the question papers to the online link.
- 16.6 President's Nominee shall be appointed for the selection of the Question paper, and the non-technical person in the presence of Assistant Controller of Examination/nucleus member shall do the printing.
- 16.7 Photostatted question papers duly sealed in an envelope shall be handed over to department exam coordinator on the given date.

17. Guidelines for use of a scribe/paper writer for visually handicapped/orthopedically handicapped students:

- 17.1 Those students who are blind/low vision or affected by cerebral palsy with loco-motor impairment, or other neurological disorder because of which his/her writing speed is affected permanently for any reason can use own scribe during the examination. In all such cases where a scribe is used, the following rules will apply:
 - a. Please ensure you are eligible to use a scribe as per law governing Persons with Disabilities and guidelines issued by the competent authorities in this regard.
 - b. The scribe is arranged by the student at his/her own cost.
 - c. The scribe can be from any academic stream, but his/her academic qualification must not be more than XII Standard or equivalent.
 - d. Both, the student as well as the scribe, will have to give undertaking in the prescribed format with passport size photograph of the scribe, confirming that the scribe fulfils all the stipulated eligibility criteria for a scribe as mentioned above. Further, in case it later

transpires that s/he did not fulfill any of the laid-down eligibility criteria or suppressed material facts, the examination of the student will stand cancelled.

- e. Such candidate who uses a scribe shall be eligible for compensatory time of 20 minutes for every hour of the examination. (Blind/Low Vision candidates and other candidates whose writing speed is affected permanently for any reason, whether availing the facility of scribe or not shall be allowed compensatory time of 20 minutes and or part thereof for every hour of the examination.)
- f. Enclosures required-
 - Declaration-Annexure-1
 - Class XII marksheet or equivalent
 - Declaration from medical authorities which must be latest one.

18. Practical Examination.

All practical Examinations shall be treated under Continuous Examinations /IA and the students' performance will be evaluated under defined parameters of the concerned department.

19. Internship and Final Year Projects.

Internship and final year project shall be evaluated by the Committee constituted by the concerned departments. Grades of the students will be communicated by the respective departments to the office of the CoE for result declaration and further process.

- 20. For PG programme and PhD course work the University follows more or less the same evaluation process mentioned in the manual for PhD thesis evaluation. PhD Regulation maintained and updated by the PhD Section, *reference – MUJ Website*.



MANIPAL UNIVERSITY
JAIPUR



**MANIPAL UNIVERSITY
JAIPUR**
(University under Section 2(f) of the UGC Act)

ACADEMIC CALENDAR

2024-2025

| ODD SEMESTER | | | | | | EVEN SEMESTER | | | | | | | | | | | | | | | | | | | |
|--------------|--|-----------|---|-----------|---|---------------|--|-----------|--|-----------|--|-----------|--|-----------|---|-----------|---|-----------|--|-----------|--|-----------|-------------------|-----------|--|
| 2024 | | | | | | 2025 | | | | | | | | | | | | | | | | | | | |
| JULY | | AUGUST | | SEPTEMBER | | OCTOBER | | NOVEMBER | | DECEMBER | | JANUARY | | FEBRUARY | | MARCH | | APRIL | | MAY | | JUNE | | JULY | |
| 1 Mon | Start of Term Personal & Academic Program Report Presentation by PhD Scholars | 1 Thu | Start of Academic Registration for Higher Semester | 1 Sun | Commencement of the Academic Program & Start of the Session for First Year in Distance Mode | 1 Tue | Start of First Teacher Question & Mentor Meeting | 1 Fri | Gandhi Jayanti | 1 Sun | Start of the Lab Evaluation | 1 Wed | Start of Academic Registration for all Semesters | 1 Sat | End of First Teacher Question & Mentor Meeting | 1 Tue | | 1 Thu | | 1 Sat | | 1 Sun | 1 Tue | | |
| 2 Tue | | 2 Fri | | 2 Mon | | 2 Wed | | 2 Sat | | 2 Mon | | 2 Thu | | 2 Sun | | 2 Wed | | 2 Fri | | 2 Mon | | 2 Wed | | 2 Fri | |
| 3 Wed | | 3 Sat | | 3 Tue | | 3 Thu | | 3 Sun | | 3 Tue | | 3 Fri | Start of Academic Registration for all Semesters | 3 Mon | | 3 Thu | Start of MTE | 3 Sat | | 3 Tue | | 3 Thu | | 3 Sat | |
| 4 Thu | | 4 Sun | | 4 Wed | | 4 Fri | End of First Teacher Question & Mentor Meeting & TDRs | 4 Mon | End of Open Elective Assignment for the Even Semester | 4 Wed | | 4 Sat | End of Midweek Examinations (ODD Semesters) | 4 Mon | | 4 Thu | | 4 Fri | | 4 Sun | | 4 Wed | Establishment Day | 4 Fri | |
| 5 Fri | | 5 Mon | Start of Progress presentation & assessment of Dr Ramdas Pui Scholar for PhD Scholars | 5 Thu | MUJHackX 2.0 | 5 Sat | TEDx | 5 Tue | Last date to Update MTE marks on SLCM portal | 5 Thu | Last date for NPTEL Resub Examinations for Credit Transfer | 5 Sun | | 5 Wed | | 5 Fri | | 5 Sat | | 5 Mon | | 5 Thu | | 5 Sat | |
| 6 Sat | | 6 Tue | | 6 Fri | | 6 Sun | | 6 Wed | | 6 Fri | Last Instruction Day (All Semesters) | 6 Mon | Commencement of Exams for all Semesters | 6 Thu | | 6 Sun | Ram Navami | 6 Tue | | 6 Thu | | 6 Sat | | 6 Sun | |
| 7 Sun | | 7 Wed | Last date of Academic Registration for Higher Semester | 7 Sat | Ganesh Chaturthi | 7 Mon | Last date for Course withdrawal (ODD Sem) & Start of Quiz Week | 7 Thu | | 7 Sat | | 7 Tue | | 7 Fri | Abhivarta Sports Fest | 7 Fri | | 7 Mon | Notification of Open Elective Assignment for the ODD Semester | 7 Wed | | 7 Sat | | 7 Mon | |
| 8 Mon | | 8 Thu | End of Progress presentation & assessment of Dr Ramdas Pui Scholars for PhD Scholars | 8 Sun | | 8 Tue | | 8 Fri | | 8 Sun | | 8 Wed | Commencement of Midweek Examinations for Open Elective | 8 Mon | | 8 Thu | | 8 Tue | | 8 Thu | | 8 Sun | | 8 Tue | |
| 9 Tue | | 9 Fri | Commencement of Exams for the Higher Semester | 9 Mon | | 9 Wed | | 9 Sat | | 9 Mon | Start of ETE (All Semesters) | 9 Thu | | 9 Sun | Abhivarta Sports Fest | 9 Thu | | 9 Tue | | 9 Thu | | 9 Mon | | 9 Wed | |
| 10 Wed | PhD Entrance Test | 10 Sat | Last date of PhD July 2024 Registration on SLCM | 10 Tue | | 10 Thu | | 10 Sun | | 10 Tue | | 10 Fri | Last date for Academic Registration | 10 Mon | | 10 Wed | | 10 Mon | | 10 Wed | | 10 Thu | | 10 Sat | |
| 11 Thu | | 11 Sun | | 11 Wed | | 11 Fri | End of Quiz Week | 11 Mon | | 11 Wed | | 11 Sat | | 11 Tue | | 11 Thu | | 11 Tue | End of Open Elective Assignment for ODD Semester | 11 Thu | | 11 Sun | | 11 Wed | |
| 12 Fri | List of shortlisted candidates for PhD July 2024 Entry | 12 Mon | Commencement of Exams for Term 1 & 2 of PhD Scholar Program for PhD Scholars | 12 Thu | | 12 Sat | | 12 Sun | Blood Donation Camp | 12 Tue | | 12 Fri | | 12 Wed | Last date for course withdrawal (Even Sem) | 12 Wed | | 12 Mon | | 12 Mon | | 12 Thu | | 12 Fri | |
| 13 Sat | | 13 Tue | Orientation Program for PhD students - July 2024 | 13 Fri | Conclusion of the Online Induction Program of First Year | 13 Sun | Dussehra | 13 Wed | Start of Second Teacher Question & Mentor Meeting | 13 Fri | | 13 Mon | | 13 Thu | Ooneiros & Techideate | 13 Sun | | 13 Sat | | 13 Sun | | 13 Fri | | 13 Sun | |
| 14 Sun | | 14 Wed | | 14 Sat | | 14 Mon | | 14 Thu | | 14 Sat | Makar Sankranti | 14 Tue | | 14 Fri | Ooneiros & Techideate | 14 Fri | Holi | 14 Mon | Start of Semester break for students & Non-academic Examinations | 14 Wed | | 14 Mon | | 14 Mon | |
| 15 Mon | Start of the Make up Examinations (Even Sem) & Examinations process of shortlisted candidates of PhD July 2024 Entry | 15 Thu | Independence Day | 15 Sun | Orientation Day 1 for First Year | 15 Tue | | 15 Fri | | 15 Sun | | 15 Wed | Notification for Open Elective Change | 15 Mon | | 15 Thu | | 15 Tue | | 15 Tue | | 15 Sat | | 15 Tue | |
| 16 Tue | | 16 Fri | | 16 Mon | Orientation Day 2 for First Year | 16 Thu | | 16 Sat | | 16 Sun | Start of PhD Course Work ETE | 16 Wed | | 16 Fri | Ooneiros & Techideate | 16 Sun | | 16 Wed | | 16 Wed | | 16 Thu | | 16 Wed | |
| 17 Wed | Last date for the Academic Program Report Presentation by PhD Scholars (Higher Semester) | 17 Sat | | 17 Tue | Open House Event Initiation & Commencement of Online Classes for First Year | 17 Thu | | 17 Sun | | 17 Tue | | 17 Fri | | 17 Mon | | 17 Thu | | 17 Tue | | 17 Thu | | 17 Sat | | 17 Thu | |
| 18 Thu | | 18 Sun | | 18 Wed | Scholarship and Appreciation Day | 18 Fri | | 18 Mon | End of Second Teacher Question & Mentor Meeting | 18 Wed | | 18 Sat | | 18 Tue | | 18 Fri | | 18 Wed | Last date of Formwork (except Feb) & Assignment Submission Week | 18 Fri | | 18 Wed | | 18 Fri | |
| 19 Fri | | 19 Mon | Raksha Bandhan | 19 Thu | | 19 Sat | | 19 Sun | | 19 Tue | | 19 Fri | | 19 Mon | | 19 Wed | | 19 Mon | | 19 Mon | | 19 Thu | | 19 Sat | |
| 20 Sat | | 20 Tue | Notification for Open Elective Change & End of Semester for Dr Ramdas Pui Scholarship | 20 Fri | | 20 Sun | | 20 Wed | | 20 Fri | | 20 Mon | Qureka | 20 Thu | | 20 Sat | | 20 Tue | | 20 Tue | | 20 Fri | | 20 Sun | |
| 21 Sun | | 21 Wed | | 21 Sat | | 21 Mon | Start of MTE (Higher Semesters) | 21 Thu | | 21 Sat | | 21 Tue | Qureka | 21 Fri | | 21 Sun | Start of Second Teacher Question & Mentor Meeting | 21 Wed | Start of Lab Evaluation week | 21 Fri | | 21 Sat | | 21 Mon | |
| 22 Mon | | 22 Thu | | 22 Sun | | 22 Tue | | 22 Fri | | 22 Sun | End of PhD Course Work ETE | 22 Wed | Qureka | 22 Sat | | 22 Mon | | 22 Thu | | 22 Thu | | 22 Sun | | 22 Tue | |
| 23 Tue | | 23 Fri | MUJMU 11.0 & Commencement of PhD Course Work | 23 Mon | Freshers Day | 23 Thu | Start of MTE (Sem-I) | 23 Sun | | 23 Tue | | 23 Fri | Start of Make-up Examinations (ODD Semesters) | 23 Mon | | 23 Thu | | 23 Tue | | 23 Tue | | 23 Fri | | 23 Mon | |
| 24 Wed | | 24 Sat | MUJMU 11.0 | 24 Tue | | 24 Thu | | 24 Sun | | 24 Tue | | 24 Fri | End of ETE (All Semesters) & PhD Exams Registration Starts (ODD Sem) | 24 Mon | | 24 Wed | | 24 Tue | Last date for NPTEL Resub Examinations for Credit Transfer | 24 Thu | | 24 Sat | | 24 Tue | |
| 25 Thu | End of Midweek process of shortlisted PhD July 2024 candidates | 25 Sun | | 25 Wed | Club Unveiling & Membership Drive | 25 Fri | | 25 Mon | Start of the Formwork for Feb & Assignment Submission Week | 25 Wed | Christmas | 25 Sat | | 25 Tue | Start of First Teacher Question & Mentor Meeting | 25 Thu | | 25 Fri | Start of Lab Evaluation | 25 Sun | | 25 Wed | | 25 Fri | |
| 26 Fri | | 26 Mon | Jannaghatami | 26 Thu | Club Unveiling & Membership Drive | 26 Sat | | 26 Sun | | 26 Tue | Start of Midweek break for students & Non-academic Examinations | 26 Fri | Republic Day | 26 Mon | | 26 Wed | | 26 Sat | | 26 Sat | | 26 Thu | | 26 Sat | |
| 27 Sat | | 27 Tue | | 27 Fri | Club Unveiling & Membership Drive | 27 Sun | | 27 Wed | | 27 Fri | | 27 Mon | | 27 Thu | Placement Induction & Corporate Summit | 27 Thu | | 27 Tue | | 27 Sun | | 27 Fri | | 27 Sun | |
| 28 Sun | | 28 Wed | | 28 Sat | Club Unveiling & Membership Drive | 28 Mon | End of MTE (All Semesters) & Start of PhD Commence MTE | 28 Thu | | 28 Sat | Last date of Library Assessment & Departmental Examination & Works Entry on SLCM | 28 Tue | | 28 Fri | Placement Induction & Corporate Summit & End of Quiz Week | 28 Fri | End of Second Teacher Question & Mentor Meeting | 28 Mon | Start of ETE | 28 Wed | | 28 Sat | | 28 Mon | |
| 29 Mon | Declaration of results for PhD July 2024 | 29 Thu | | 29 Sun | Club Unveiling & Membership Drive | 29 Tue | Notification of Open Elective Assignment for the Even Semester | 29 Fri | | 29 Sun | Last date for the Formwork for Feb & Assignment Submission Week | 29 Wed | | 29 Sat | | 29 Mon | | 29 Thu | | 29 Thu | | 29 Sun | | 29 Sun | |
| 30 Tue | End of the Make Up Examinations (Even Sem) & Start of Induction program for PhD July 2024 | 30 Fri | | 30 Mon | End of PhD Coursework MTE | 30 Thu | | 30 Sat | | 30 Tue | | 30 Fri | | 30 Mon | | 30 Wed | | 30 Tue | | 30 Wed | | 30 Sat | | 30 Wed | |
| 31 Wed | Commencement of process of ORC for Guide Assessment for PhD July 2024 | 31 Sat | | 31 Tue | | 31 Thu | Dussehra | 31 Sun | | 31 Tue | | 31 Fri | | 31 Mon | | 31 Wed | | 31 Fri | | 31 Sat | | 31 Sun | | 31 Thu | |

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