



**SHREEMATI NATHI BAI DAMODAR THACKERSEY
WOMEN'S UNIVERSITY**

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Ref.No.:Exam./Online Exam/Guidelines(S)/2020-21/13

Date:22.09.2020

To,

1. The Heads of the University Departments / Institutions,
2. The Principals of the conducted and affiliated Colleges,
3. The In-charge Director, Centre for Distance Education, Mumbai.

**Sub.: Instructions / rules and regulations for the students appearing for
ONLINE Examinations - October, 2020.**

Madam / Sir,

I am forwarding herewith the instructions / rules and regulations for the students appearing for ONLINE Examinations (Fresh and Repeater) of the Final Semester / Final Year and other Semesters / Years of various programmes / courses of studies (where the University Assessment is prescribed) to be held in the month of October, 2020.

You are requested to kindly bring the aforesaid instructions / rules and regulations to the notice of the concerned students and other persons connected with the conduct of the University Examinations at the respective University Department / College, as the case may be.

Thanking you,

Yours faithfully,

(Dr. Sushash Waghmare)
Director,

Board of Examinations and Evaluation

Encl.:As above.

c.c.: For kind information to -

1. The Deans and Associate Deans of the Faculties,
2. The Hon. Vice-Chancellor's Secretariat,
3. The Hon. Pro-Vice-Chancellor's Secretariat.

S.N.D.T. WOMEN'S UNIVERSITY

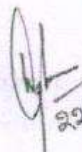
Examinations Section, Mumbai-400049.

INSTRUCTIONS, RULES AND REGULATIONS FOR THE STUDENTS APPEARING FOR ONLINE EXAMINATIONS – OCTOBER, 2020.

Instruction: Only those candidates will be considered to attempt mock or Final Semester / Final Year and Repeater / A.T.K.T. Examination whose hall ticket is generated.

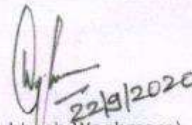
ONLINE Examinations - Basic instructions, rules and regulations to be followed by the candidate appearing for ONLINE Examinations.

1. In case, any errors in the name, subject, medium, etc. are found in the Hall Ticket, the same be immediately brought to the notice of the concerned college/ University Department for carrying out the necessary corrections.
2. The examination will be conducted in ONLINE mode from any location suitable for student. Student can attempt the examination on computer / laptop / mobile (Smart Phone) having internet.
3. Broadband Internet connectivity of minimum 256 Kbps speed is required throughout the examination period.
4. Examination link and Student Login password will be communicated by SMS. Student will get the SMS on mobile registered in the University / College. The students has to login on the link provided, using her Permanent Registration Number (PRN) as her login ID.
5. It is compulsory for the candidate to attempt the mock test at least once in order to get accustomed to the examination interface and ensure that everything works on the Laptop/computer/mobile used for Mock Test. It is necessary that the Computer/Laptop and system used for the Mock Test shall be used for the Final Semester / Final Year and Repeater / A.T.K.T. examination.
6. Mock test will be scheduled between 25th September, 2020 to 29th September, 2020. Student has to use same login credentials for Final Semester / Final Year and Repeater / A.T.K.T. Examination those were used for Mock examination (Received by SMS on registered mobile number).
7. Final Semester / Final Year and Repeater / A.T.K.T. Examination will be attempted from 1st October, 2020 to 15th October, 2020 as per schedule declared by University. Candidate needs to solve 25 multiple choice questions out of 30 questions in One hour. Candidate can answer all questions also.
8. The examination can be attempted only on the scheduled dates mentioned on hall ticket and from the software provided in the login of the candidate.
9. After the candidate starts the examination it will end automatically after the stipulated time elapses provided the candidate must be logged in to the examinations system during the time elapses.
10. If Candidate closes the examination window without ending the test or before the stipulated time is over, her result will not be considered for further process.
11. Once the examination time is over, she will not be able to attempt it again.
12. Candidate needs to complete the examination in mentioned time only. Extension in time beyond stipulated time is not allowed.


22/9/2020

13. If candidate is using his computer/laptop then availability of the hardware, software, Broadband Internet and power backup at the time of the examination is the sole responsibility of the candidate and S.N.D.T. Women's University will not be responsible for any delay in the examination due to failure of the above mentioned resources at the candidate's end. No time extension shall be given in any case and no such calls will be entertained. Hence candidate should ensure and plan the availability of alternate resources accordingly. The expenses incurred for making the above setup ready for the examination shall be borne by the candidate themselves.
14. If due to any reason, the computer/laptop shuts down or the examination window gets closed, the candidate can re-login and can continue with the examinations. For instance, if candidate has started giving the examination at 9:30 a.m. and at 9:45 a.m., she had a problem and the system hung, then she can re-start computer/laptop, re-login and continue the exam. But the above option will work only till the stipulated time of the examination ends.
15. If due to any reason, the computer/laptop shuts down or the examination window gets closed, the candidate's displayed question will be automatically changed and a new question will appear on the screen instead of an earlier displayed question.
16. There is NO negative marking in the examination.
17. S.N.D.T. Women's University in its sole discretion may disqualify the candidate if the candidate fails to follow the pre-examination instructions or causes a breach of terms and conditions of ONLINE Examination or has supplied false or incorrect or incomplete information, or for any other reason the University finds appropriate.
18. The facilities and concessions such as, provision for taking the help of a writer for examination, extra time of 20 minutes for examination, etc. will be admissible to the Divyang (Specially able) students during the ONLINE Examination, as per Government of Maharashtra, Resolution dated 04.03.2017.

Date:22/09/2020.
Place:Mumbai


(Dr. Subhash Waghmare)
Director,
Board of Examinations and Evaluation