



महाराष्ट्र आरोग्य विज्ञान विद्यापीठ, नाशिक

MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES, NASHIK

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Controller of Examinations

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CIRCULAR NO. 23/2019

**SUBMISSION OF INTERNAL ASSESSMENT MARKS
FOR SUMMER - 2019 EXAMINATIONS**

It is notified to all concerned that as per Section 47 prescribed in the University Ordinance No.01/2014, affiliated Colleges have to conduct Internal Assessment Examinations.

- Software for submission of Internal Assessment marks will be available on University website around **30th April, 2019**.
- The University has already provided College Log-in account to every college, from where hall tickets of their students are downloaded by them. For entry of Internal Assessment marks in the software, the Colleges are required to Log-in their respective account and carry out entry of Internal Assessment marks.
- Final Internal Assessment mark list (Hard copy & Soft copy) is to be submitted to the University on or before **13th May, 2019**. No further extension will be granted by the University.
- Internal Assessment Examination of **Repeater student** shall be conducted in respective subject only. The Colleges are required to maintain Internal Assessment record of Repeater students as per attached format.
- While preparing Final Marks of Internal Assessment, the rounding-off marks shall done as illustrated in following table as per BOE Resolution No.07/2007 dated 08.01.2007.

Example:

Internal Assessment Marks	Final Rounded Marks
15.01 To 15.49	15
15.50 To 15.99	16

- It is repeatedly observed that certain colleges have approached to the University for change in Internal Assessment marks after initial submission OR even after declaration of Final result on various frivolous grounds. **No request for 'change of marks' shall be considered, once marks are submitted by the College to the University. It is therefore decided that Internal Assessment marks lists will only be accepted in case it is signed by the student with counter signature of the HOD/Dean of the college as provided in Ordinance 1/2014.** Liability of any

clerical error at college-level will rest with the Dean and the concerned HOD. The Colleges are therefore requested to go into all details and thereafter Final Internal Assessment marks lists shall be submitted to the University.

- The Colleges, who fails to submit Internal Assessment marks (Hard copy and Soft copy) upto stipulated time-period, will be imposed fine/ penalty as prescribed by the University under Notification No.09/2011 dated 11.03.2011.
- Non-submission of Internal Assessment marks shall constrain the University to withheld hall-ticket of the students. Hall tickets of the students, whose marks are submitted without signature, will also be withheld by the University and any loss to the students shall rest with the concerned College.

The Dean/Principal of the Colleges are required to bring this circular to the notice of all concerned & ensure that Internal Assessment marks as prescribed and is submitted to the University within stipulated time-period.



(Dr. Ajit G. Pathak)
Controller of Examinations

Copy to: **1.** HOD - Result Section
 2. All Faculty In-charge (UG & PG)



MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES, NASHIK

FINAL RESULT OF INTERNAL ASSESSMENT (FOR REPEATER STUDENTS ONLY)

Summer / Winter-Examination _____

MUHS

Name of the College :

Name of Examination :

Name of the Subject : _____ Year : _____ Total Marks : _____

Sr. No.	Name of Student	Exam Seat No.	Previous Marks		Latest Marks		Final Marks		Signature of Student
			Theory	Practical	Theory	Practical	Theory	Practical	
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									

HOD

Sign & Seal of the Dean / Principal