

OFFICE OF THE CONTROLLER OF EXAMINATIONS

29.09.2018

MCET/ COE OFFICE/ ODD SEM 18-19/ CIRCULAR/ 24

CIRCULAR

Sub: Submission of Practical Examination Slot – III Year MCA & II Year M.E Programmes – Reg.

End Semester Examination for **Practical Courses, One Credit Courses and Project work** - **Phase I** of III Year MCA & II Year M.E Programmes are to be scheduled from **22.10.18 to 24.10.18**.

In this regard, HoD's and Programme coordinators are requested to prepare the examination slot and conduct the examination. The attendance sheet will be available at MCETedu in internal examiner 1 login, also the examiners are requested to enter the marks in MCETedu on the day of examination.

The following are to be submitted to COE office on the day of examination by the examiners.

1. Original attendance sheet.
2. Hard copy of original Mark statement.

The Exam Cell Coordinators are requested to coordinate with COE office for the conduction of Examination for Practical Courses. The last date for submission of practical slot (downloaded from MCETedu) to CoE office for III Year MCA & II Year M.E Programme is **15.10.2018**.

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PRINCIPAL

To: All HoDs

Copy to: OBE Team, MCETedu Team

Copy submitted to: The Director (SA), The Secretary (for Kind information)