

**BANARAS HINDU UNIVERSITY**  
**OFFICE NOTES & ORDERS**

20.05.2024

May kindly peruse the email dated 29<sup>th</sup> May, 2024 from the Dean, Faculty of Science made a request for change of examination timing owing to extreme weather conditions to propose the start time for B.Sc./BA Semester VI Special examination, under Faculty of Science to be scheduled from May 31, 2024 with timing from 07.30 a.m. onwards instead of 09.00 a.m. to 12.00 noon. Accordingly, the Dean, requested to notify the change in time table and admit card for the aforesaid students.

In this connection, it is to submit that large number of staff of the Office of the Controller of Examinations was engaged in the Lok Sabha election, Varanasi scheduled on 01<sup>st</sup> June 2024. Therefore, it is feasible for the Office of the Controller of Examinations may be able to conduct the revised timing with effect from 03<sup>rd</sup> June, 2024.

In view of above, the following is proposed for kind perusal and consideration:

- (i) All the ongoing semester examinations across the Faculties/Departments, the morning shift may be conducted from 08.00 a.m. to 11.00 a.m. and evening shift from 03.00 to 06.00 p.m. with effect from 03<sup>rd</sup> June, 2024;
- (ii) The examinations to be conducted in Rajiv Gandhi South Campus, (RGSC):
  - (a) **Faculty of Commerce:** For smooth conduction of the examination, the required materials (Answer Books and question papers) of B.Com. (Hons.)/B.Com. FMM be sent in sealed envelopes to the Assistant Registrar (Exams), RGSC before starting date of examination of the aforesaid courses. Further, after completion of the aforesaid examinations, the answer books of the students may be sent directly to the Dean, Faculty of Commerce, BHU. The unused Answer books be sent to the Office of the Controller of Examinations.
  - (b) **Faculty of Agriculture:** The examinations materials (Answer Books) of B.Sc. (Hons.) Agriculture and M.Sc. Plant Biotechnology may be sent in sealed envelopes to the Assistant Registrar, RGSC for smooth conduction of the aforesaid examinations. However, the question papers for the aforesaid disciplines will be sent through email with password protection to the Centre Superintendent, RGSC, before two to three hours before on the day of examinations.

Submitted for orders, please.

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Controller of Examinations

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29/5/2024  
Joint Registrar (Exams.)

*[Handwritten notes]*  
V.C. S.H.A.  
29.5.2024