



مولانا آزاد نیشنل اردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY
A Central University under Ministry of Education
Government of India



No. MANUU/Exams/2023/F.104/5458

12th June 2023

CIRCULAR

Sub: Timelines for Even Semester (E-23) - Certificate / Diploma / UG/ PG Programs - Reg.
Ref: Academic Calendar Notification No.303, dated 23.01.2023

Following are the Timelines for uploading Attendance and Internal Marks in the Even Semester:

SN	Task	Scheduled Date
Schedule for AICTE & Other Certificate/Diploma/UG/PG Programs		
1.	Last date of Instructions of Even Semester-23 for AICTE & Others	21.6.2023
2.	Release of PINS by Exam Branch for uploading IA Marks (PINS shall be sent to the HoDs by email on official email id)	21.6.2023
3.	Uploading of Attendance. Attendance uploaded after the last date shall not be counted for awarding IA marks.	22.6.2023
4.	Uploading of IA marks by the faculty concerned (faculty are requested to receive Course/Subject PINS from the HOD concerned)	22.6.2023
5.	Display of CIE (including attendance weightage)	23.6.2023
6.	Release of Admit Cards	23.6.2023 onwards
Schedule for NCTE Programs (DEEd, BEd, MEd)		
1.	Last date of Instructions of Even Semester-23 for NCTE	4.7.2023
2.	Release of PINS by Exam Branch for uploading IA Marks	21.6.2023
3.	Uploading of Attendance (upto 30.6.2023) Attendance of July should be uploaded on assumption.	30.6.2023 (5pm)
4.	Uploading of IA marks by the faculty concerned	30.6.2023 (5pm)
5.	Display of CIE (including attendance weightage)	4.7.2023
6.	Release of Admit Cards	4.7.2023

Notes:

- Internal Marks (of attendance component) shall be awarded only if Attendance is uploaded before the last date. Exam Branch shall decode the IA marks as per the above schedule, and Attendance Component marks cannot be added if attendance is not uploaded before last date.
- All the Final Semester students must ensure that the mandatory Ability Enhancement / Generic / Non-Credit courses are completed before completion of the program.
- Academic Coordinators shall ensure that the attendance of the students in all papers/courses is available on IUMS portal.
- If the name of the student is not available to upload Attendance, please check whether the student has opted the course.
- If the name of the student is not available to upload IA Marks, it could be due to (i) either the student has not opted the course or (ii) due to shortage of attendance
- The URL/IUMS shall not be accessible for updates after the due dates detailed above.

Controller of Examination

To: All the HoDs /All the Principals of the CTEs/Polytechnics / The I/c Satellite Campuses /
All the Academic Coordinators