



भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर
INDIAN INSTITUTE OF TECHNOLOGY BHUBANESWAR
(ACADEMIC SECTION)

F.No.15-4(09)/2023-Acad/Supl.

NOTICE No. 603 Dt- 12.12.2023

Sub: Registration for Supplementary Examination of Autumn 2023-24 for all students having backlogs in Autumn Semester 2023-24.

Date of Opening the Online Application through ERP : 13th December, 2023
Date of Closing the Online Application through ERP : 22th December, 2023
Date of Supplementary Examination Commencement : 4th January to 6th January, 2024

SUPPLEMENTARY EXAMINATION RULES

- 1) Students who have failed in one or more subjects out of the subjects registered in the Autumn 2023-24, may appear in the Supplementary Examination.
- 2) The supplementary examination will be conducted only for the core subjects.
- 3) The conduct of supplementary examinations for Elective subjects for other students who have appeared and failed in Elective subjects, is left entirely to the subject teachers and the Head of the concerned Schools. Such supplementary examination may be conducted by a subject teacher with the approval from the Head of School. Such cases should be informed to the Academic Section. The grades should be submitted in ERP.
- 4) Students desirous of appearing at the Supplementary Examination may apply through online in ERP, paying an online fee of Rs. 50/-per subject through SBI E- Pay. Applications received without prescribed fees will be rejected.
- 5) Application received after the last date will not be considered.
- 6) Those who were debarred/ deregistered from the Examination due to unsatisfactory attendance in any subject (s) / misconduct in the examination are not eligible to appear at the supplementary examination for this subject (s).
- 7) The online application should be duly filled in ERP by the student with uploading of scanned signature at the appropriate place.
- 8) A student will be allowed only one Supplementary examination per subject in any Academic Year.
- 9) The student will be allowed to appear maximum 5 (five) subjects in which he/she got "F" Grade in Autumn 2023-24. Improvement in any failed subject is not permitted under Supplementary Rule.
- 10) The Time Table for Supplementary Examination will be available in the Institute website in due time.
- 11) Those who could not appear for the Autumn End Semester Exam 2023-24 due to emergency situations like personal health issue, family calamity etc., they are allowed to appear the make-up examinations, with full credits (no reduction in obtained grades), for these subjects by the respective Heads of School, after verifications of the necessary documents submitted by them. These make-up examinations will be directly conducted by the respective subject teachers, with the approval of the concerned Heads of School and with an intimation to the Academic Section, within the first week of the following semester. The grades should be submitted in ERP.
- 12) The supplementary examination schedule (for the core subject only) will be prepared centrally by the PIC (Examination); but it will be executed/conducted in a decentralized manner by the School Examination Coordinators under the supervisory control of the respective Head of School.
- 13) Students may be allowed provisional registration in the spring semester subjects for which the supplementary examination subject is a prerequisite and the student has appeared the supplementary examination and the result is pending.
- 14) Summer Quarter subjects (if offered) are open for all students who have failed in Autumn Semester in these subjects (even after supplementary examination) or in the Spring Semester.

P. S. Choudhary
12/12/2023
Deputy Registrar (Academic)

Copy to:

1. Notice Board
2. All students concerned through email
3. All Deans/ Head of the Schools
4. Warden, Hostel
5. Chairman, Central Library
6. PIC (ERP) / ERP Programmer- for necessary action in ERP
7. Assistant Registrar (F&A) - for kind information
8. Supplementary File and Office Order File

psl
17/12/2023