VIGNAN'S
Foundation for Science, Technology & Research
(Deemed to be UNIVERSITY)
-Estd. u/s 3 of UGC Act 1956

Examination Section Annual Report 2020-21

VISION

To evolve into a centre of excellence in Science & Technology
Through creative and innovative practices in teaching – learning,
towards promoting academic achievement & research excellence
to produce internationally accepted, competitive and
world class professionals
who are psychologically strong and emotionally balanced
imbued with social consciousness and ethical values

MISSION

To provide high quality academic programmes,
training activities, research facilities and opportunities
supported by continuous industry – institute interaction
aimed at
promoting employability, entrepreneurship,
leadership and research aptitude among students and
contribute to the economic and technological development
of the region, state and nation

1. **Introduction:** The examination department of VFSTR is governed by the guidelines mentioned in VFSTR manual and examination manual approved by the Academic Council and Board of Management.

   Examination department is headed by the Dean-AR & Evaluation who is also acts as Controller of Examinations and reports to Vice-Chancellor. It always works to offer high quality examination services maintaining the necessary transparency and confidentiality in the system.

   This annual report presents the details of examination activities conducted during academic year 2020-21.

2. **Examination Calendar (Continuous Evaluation Tests):** The continuous evaluation examinations are conducted as per academic calendar in both the semesters. The results are released within 3 to 4 days after completion of examinations. The results are discussed in DDH and measures are taken to improve the performance of slow learners in subsequent examinations. Total number of internal examination days are 104.

   I Semester:

Sl.No	Program	Description	Conducted	
			From	To
1	I B.TECH.	Mid-I Examinations	19-10-2020	21-10-2020
2	I B.TECH.	Mid-II Examinations	04-01-2021	07-01-2021
3	I B.TECH.	Mid-III Examinations	08-03-2021	13-03-2021
4	II, III B.TECH.	Mid-I Examinations	18-09-2020	21-09-2020
5	II, III B.TECH.	Mid-II Examinations	30-10-2020	02-11-2020
6	II, III B.TECH.	Mid-III Examinations	18-01-2021	20-01-2021
7	IV B.TECH.	Mid-I Examinations	18-09-2020	21-09-2020
8	IV B.TECH.	Mid-II Examinations	07-11-2020	11-11-2020
9	IV B.TECH.	Mid-III Examinations	18-01-2021	20-01-2021
10	I B.B.A.	Mid-I Examinations	01-02-2021	05-02-2021
11	I B.B.A.	Mid-II Examinations	30-03-2021	06-04-2021
12	II, III B.B.A.	Mid-I Examinations	05-10-2020	10-10-2020
13	II, III B.B.A.	Mid-II Examinations	19-12-2020	26-12-2020
14	I B.C.A.	Mid-I Examinations	27-01-2021	30-01-2021
15	I B.C.A.	Mid-II Examinations	06-04-2021	12-04-2021
16	II, III B.C.A.	Mid-I Examinations	05-10-2020	10-10-2020
17	II, III B.C.A.	Mid-II Examinations	09-01-2021	20-01-2021
18	I B.Sc.	Mid-I Examinations	23-01-2021	30-01-2021
19	I B.Sc.	Mid-II Examinations	27-03-2021	06-04-2021
20	II, III B.Sc.	Mid-I Examinations	05-10-2021	10-10-2021
21	II, III B.Sc.	Mid-II Examinations	18-01-2021	25-01-2021
22	I B. Pharmacy	Mid-I Examinations	06-01-2021	12-01-2021
23	I B. Pharmacy	Mid-II Examinations	30-03-2021	07-04-2021
24	II, III B. Pharmacy	Mid-I Examinations	05-10-2020	10-10-2020

25	II, III B. Pharmacy	Mid-II Examinations	09-01-2021	20-01-2021
26	I BA. LLB.	Mid-I Examinations	13-09-2021	15-09-2021
27	I BA. LLB.	Mid-II Examinations	17-09-2021	20-09-2021
28	I BBA. LLB.	Mid-I Examinations	13-09-2021	15-09-2021
29	I BBA. LLB.	Mid-II Examinations	17-09-2021	20-09-2021
30	I M.TECH.	Mid-I Examinations	18-02-2021	20-02-2021
31	I M.TECH.	Mid-II Examinations	25-03-2021	27-03-2021
32	I M.B.A.	Mid-I Examinations	01-02-2021	03-02-2021
33	I M.B.A.	Mid-II Examinations	25-03-2021	27-03-2021
34	II M.B.A.	Mid-I Examinations	07-10-2020	10-10-2020
35	II M.B.A.	Mid-II Examinations	21-12-2020	24-12-2020
36	I M.C.A.	Mid-I Examinations	01-02-2021	06-02-2021
37	I M.C.A.	Mid-II Examinations	06-04-2021	12-04-2021
38	III M.C.A.	Mid-I Examinations	05-10-2020	10-10-2020
39	III M.C.A.	Mid-II Examinations	09-01-2021	20-01-2021
40	I M.A. English	Mid-I Examinations	07-04-2021	08-04-2021
41	I M.A. English	Mid-II Examinations	19-07-2021	22-07-2021
42	I M.Sc. Chemistry	Mid-I Examinations	18-03-2021	20-03-2021
43	I M.Sc. Chemistry	Mid-II Examinations	12-07-2021	17-07-2021

II Semester:

Sl.No	Program	Description	Conducted From	Conducted To
1	I B.TECH.	Mid-II Examinations	05-10-2021	08-10-2021
2	II, III B.TECH.	Mid-I Examinations	22-03-2021	25-03-2021
3	II, III B.TECH.	Mid-II Examinations	27-07-2021	04-08-2021
4	IV B.TECH.	Mid-I Examinations	22-03-2021	25-03-2021
5	I B.B.A.	Mid-I Examinations	12-08-2021	17-08-2021
6	II, III B.B.A.	Mid-I Examinations	09-03-2021	17-03-2021
7	II, III B.B.A.	Mid-II Examinations	12-07-2021	17-07-2021
8	I B.C.A.	Mid-I Examinations	16-08-2021	20-08-2021
9	II B.C.A.	Mid-I Examinations	09-04-2021	16-04-2021
10	II B.C.A.	Mid-II Examinations	19-07-2021	23-07-2021
11	III B.C.A.	Mid-I Examinations	09-04-2021	10-04-2021
12	III B.C.A.	Mid-II Examinations	13-07-2021	14-07-2021
13	I B.Sc.	Mid-I Examinations	23-09-2021	05-10-2021
14	II, III B.Sc.	Mid-I Examinations	09-04-2021	18-04-2021
15	II B.Sc.	Mid-II Examinations	19-07-2021	26-07-2021
16	III B.Sc.	Mid-II Examinations	13-07-2021	17-07-2021

17	I B. Pharmacy	Mid-I Examinations	13-09-2021	18-09-2021
18	I B. Pharmacy	Mid-II Examinations	27-09-2021	04-10-2021
19	II B. Pharmacy	Mid-I Examinations	09-04-2021	17-04-2021
20	II B. Pharmacy	Mid-II Examinations	20-07-2021	26-07-2021
21	III B. Pharmacy	Mid-I Examinations	09-04-2021	18-04-2021
22	III B. Pharmacy	Mid-II Examinations	19-07-2021	26-07-2021
23	I BA. LLB.	Mid-I Examinations	13-12-2021	15-12-2021
24	I BA. LLB.	Mid-II Examinations	20-01-2022	22-01-2022
25	I BBA. LLB.	Mid-I Examinations	13-12-2021	15-12-2021
26	I BBA. LLB.	Mid-II Examinations	20-01-2022	22-01-2022
27	I M.TECH.	Mid-II Examinations	11-10-2021	13-10-2021
28	I M.TECH.	Mid-III Examinations	11-11-2021	13-11-2021
29	I M.B.A.	Mid-I Examinations	12-08-2021	17-08-2021
30	II M.B.A.	Mid-I Examinations	08-03-2021	13-03-2021
31	II M.B.A.	Mid-II Examinations	12-07-2021	19-07-2021
32	I M.C.A.	Mid-I Examinations	16-08-2021	21-08-2021
33	I M.A. English	Mid-I Examinations	16-09-2021	17-09-2021
34	I M.A. English	Mid-II Examinations	20-10-2021	21-10-2021
35	I M.A. English	Mid-III Examinations	16-11-2021	17-11-2021
36	I M.Sc. Chemistry	Mid-I Examinations	28-09-2021	01-10-2021
37	I M.Sc. Chemistry	Mid-II Examinations	20-10-2021	23-10-2021

Examination Calendar (End Semester Examinations): The end semester examinations are conducted as per academic calendar in both the semesters. The results are released within 10 days after completion of examinations. Total number of external examination days are 129.

I Semester:

Sl. No.	Programme Name	Last date of the last semester-end/year-end examination	Date of declaration of results of semester-end/year-end examination
1	B.Tech. I Year I Semester (R19) Regular March 2021	22-03-2021	06-04-2021
2	B.Tech. II Year I Semester (R19) Regular January 2021	28-01-2021	17-02-2021
3	B.Tech. III Year I Semester (R16) Regular January 2021	27-01-2021	12-02-2021
4	B.Tech. IV Year I Semester (R16) Regular January 2021	28-01-2021	13-02-2021
5	B.B.A I Year I Semester (R20) Regular April 2021	08-04-2021	17-04-2021

6	B.B.A II Year I Semester (R17) Regular December 2020	30-12-2020	12-01-2021
7	B.B.A III Year I Semester (R17) Regular December 2020	31-12-2020	18-01-2021
8	B.C.A I Year I Semester (R18) Regular July 2021	22-04-2021	15-07-2021
9	B.C.A II Year I Semester (R18) Regular January 2021	28-01-2021	04-02-2021
10	B.C.A III Year I Semester (R18) Regular January 2021	27-01-2021	03-02-2021
11	B.Sc. I Year I Semester (R20) Regular July 2021	15-04-2021	13-07-2021
12	B.Sc. II Year I Semester (R17) Regular January 2021	28-01-2021	11-02-2021
13	B.Sc. III Year I Semester (R17) Regular January 2021	27-01-2021	08-02-2021
14	B.PHARM I Year I Semester (R18) Regular July 2021	17-04-2021	22-07-2021
15	B.PHARM II Year I Semester (R18) Regular January 2021	28-01-2021	04-02-2021
16	B.PHARM III Year I Semester (R18) Regular January 2021	27-01-2021	05-02-2021
17	BA. LLB. I Year I Semester (R20) Regular September 2021	21-09-2021	01-10-2021
18	BBA. LLB. I Year I Semester (R20) Regular September 2021	21-09-2021	01-10-2021
19	M.Tech. I Year I Semester (R20) Regular July 2021	19-07-2021	30-07-2021
20	M.B.A I Year I Semester (R19) Regular March 2021	30-03-2021	10-04-2021
21	M.B.A II Year I Semester (R19) Regular December 2020	28-12-2020	18-01-2021
22	M.C.A I Year I Semester (R20) Regular July 2021	22-04-2021	20-07-2021
23	M.C.A III Year I Semester (R18) Regular January 2021	27-01-2021	05-02-2021
24	M.A English I Year I Semester (R20) Regular July 2021	24-07-2021	31-07-2021
25	M.Sc. Chemistry I Year I Semester (R20) Regular July 2021	19-07-2021	30-07-2021

II Semester:

Sl. No.	Programme Name	Last date of the last semester-end/year-end examination	Date of declaration of results of semester-end/year-end examination
1	B.Tech. I Year II Semester (R19) Regular October 2021	13-10-2021	03-11-2021
2	B.Tech. II Year II Semester (R19) Regular August 2021	05-08-2021	18-08-2021
3	B.Tech. III Year II Semester (R16) Regular August 2021	10-08-2021	31-08-2021
4	B.Tech. IV Year II Semester (R16) Regular June 2021	28-06-2021	09-07-2021
5	B.B.A I Year II Semester (R20) Regular August 2021	21-08-2021	02-09-2021

6	B.B.A II Year II Semester (R17) Regular July 2021	20-07-2021	03-08-2021
7	B.B.A III Year II Semester (R17) Regular July 2021	19-07-2021	30-07-2021
8	B.C.A I Year II Semester (R18) Regular August 2021	31-08-2021	06-09-2021
9	B.C.A II Year II Semester (R18) Regular July 2021	26-07-2021	02-08-2021
10	B.C.A III Year II Semester (R18) Regular July 2021	17-07-2021	19-07-2021
11	B.Sc. I Year II Semester (R20) Regular October 2021	07-10-2021	24-10-2021
12	B.Sc. II Year II Semester (R17) Regular July 2021	29-07-2021	09-08-2021
13	B.Sc. III Year II Semester (R17) Regular July 2021	19-07-2021	28-07-2021
14	B.PHARM I Year II Semester (R18) Regular October 2021	12-10-2021	28-10-2021
15	B.PHARM II Year II Semester (R18) Regular July 2021	28-07-2021	06-08-2021
16	B.PHARM III Year II Semester (R18) Regular July 2021	29-07-2021	10-08-2021
17	BA. LLB. I Year II Semester (R20) Regular January 2022	24-01-2022	04-02-2022
18	BBA. LLB. I Year II Semester (R20) Regular	24-01-2022	04-02-2022
19	M.Tech. I Year II Semester (R20) Regular November 2021	22-11-2021	01-12-2021
20	M.B.A I Year II Semester (R19) regular August 2021	21-08-2021	02-09-2021
21	M.B.A II Year II Semester (R19) regular July 2021	22-07-2021	04-08-2021
22	M.C.A I Year II Semester (R20) regular August 2021	31-08-2021	08-09-2021
23	M.C.A III Year II Semester (R20) regular June 2021	15-06-2021	16-06-2021
24	M.A English I Year II Semester (R20) Regular November 2021	22-11-2021	29-11-2021
25	M.Sc. Chemistry I Year II Semester (R20) Regular October 2021	25-10-2021	01-11-2021

Average Number of days taken to announce the results: 8.22

All the examination results are approved by Academic Council and put forward for Board of Management as information.

3. **External Lab Examiners:** The practice of calling lab examiners from other institutions was continued in the academic year. Around 850 lab examiners were called from more than 23 institutions including NITs. 05 senior faculty members from reputed institutions acted as observers during these examinations. The feedback given by these observers was analysed and discussed in DDH meetings. Actions were taken on related aspects.

Senior executives from industry are appointed as lab examiners where ever possible to expose the students to latest developments of industry. The feedback from these experts are taken so that it can be used during curriculum modification or in the further development of labs and instruction delivery practices. 149 experts visited the institution during the exercise.

4. Student grievances (Retotaling, Revaluation and answer scripts verification) :

Even after thorough scrutiny for ensuring the correct transfer of the marks on to the cover page of answer booklet and award sheet, there may be some cases, where this process has failed, leading to posting of wrong marks. The purpose of re-totaling is to correct this mistake. Re-totaling has to be done in the presence of the student by referring to photo copy of the answer booklet. Original booklet should not be used for re-totaling.

Even with the availability of comprehensive scheme of valuation, there may be chances that the valuation may not have proceeded as per the scheme. There may also be chances that some questions / pages are missed by the valuator during evaluation, due to oversight. The purpose of re-valuation is to see that these mistakes are corrected and justice is done to student.

a.	Number of students registered for examinations	: 12585
b.	Number of students verified the evaluated answer scripts	: 25
c.	Number of students applied for revaluation	: 52
d.	Number of students cases when marks changed	: 20

5. Malpractice Cases:
To prevent malpractices, malpractice norms are displayed at notice boards during examinations. Special squads are employed to go around the examination halls verifying the candidates. Malpractice committee verified the malpractice reports and actions are taken accordingly.

Total number of Malpractice cases : 23 (0.03%)

6. Evaluation Standards committee:
The evaluation standards committee was reconstituted on 13-10-2020 with the following members

1. Vice- Chancellor	:	Chairman
2. Registrar	:	Member
3. Dean- Academics	:	Member
4. Dean- IQAC	:	Member
5. Dean- AR & Evaluation	:	Convener

Terms of reference are as follows:

a) Pre-examination result analysis

b) Approving the results for release

c) Addressing the student grievances on evaluation related aspects

d) Recommendation of grace marks

e) Analysis of recounting and revaluation results

f) Analysis of audit reports related to examination

g) Formulating the procedures for conducting the examination

h) Recommending remuneration rates

Number of meetings held in the Academic Year 2020-21 : 24

7. **Degrees Awarded:** The following are the number of eligible candidates to get Degrees during academic year 2020-21.

Sl. No.	Program Name	Number of students awarded Degrees
1	B.TECH.	1427
2	M.TECH.	44
3	B.B.A.	123
4	B.C.A.	42
5	M.B.A.	83
6	M.C.A	59
7	B.Sc.	69
8	Ph.D.	21
	TOTAL	**1868**

Eligible candidate details of final year students:

Sl. No.	Program Name	Number of Students appeared in final year II semester examination	Number of students awarded Degrees	Pass%
1	B.TECH.	1454	1367	94.02
2	M.TECH.	49	43	87.76
3	B.B.A.	159	120	75.47
4	B.C.A.	42	37	88.10
5	M.B.A.	90	79	87.78
6	M.C.A	58	58	100
7	B.Sc.	91	68	74.73
	Total	1943	1772	91.20

8. Number of Certificates issued during the academic year:

Sl.No	Description	No. of certificates issued
1	Provisional Certificates	1868
2	Consolidated Marks Memos	1847
3	Degree Certificates	1868
4	Transcripts	15483
5	Migration Certificates	181
6	Marks Memos	18709
7	Duplicate Marks Memos	205
8	Duplicate PC and CMM	18

9. **Verification of student credential:** Different companies have sent credential verification requests related to 750 of our graduates. All the cases are verified within two working days and conformations was sent back to companies. No verification fee was charged. No discrepancies was observed in the claims.

10. **Status of Automation of Examination Section during 2020-21:** Digitalization of answer scripts was made. Operational procedures are prepared in the form of detailed manual. The following procedures are automated during previous years.

    a. Student registrations for class work and subject allocation to student
    b. Examination time tables
    c. Continuous evaluation marks entry
    d. Invigilators assignment
    e. Examination seating plans, student signature sheets, absent statements etc...
    f. Registration of subjects for examination, hall ticket generation, room wise photo identification sheets
    g. Question paper setter database, selection of paper setters, remunerations, question paper databases
    h. Encoding and jumbling of answer scripts
    i. Valuators database, selection of valuators, marks entry, remunerations
    j. Results, retotalling, revaluation
    k. Certificates printing
    l. Appointment of lab examiners and related marks entry procedure

Summary: The yearlong operations at examination section are in tandem with academic calendars. Automation and planning of activities has helped in reducing the time taken to announce the results and number of discrepancies.

Controller of Examinations
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