



# APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY

CET campus, Thiruvananthapuram - 695 016

Ph: 0471 2598122; Fax: 2598522 [www.ktu.edu.in](http://www.ktu.edu.in) Email: [university@ktu.edu.in](mailto:university@ktu.edu.in)

KTU/AD(EXAM)/724/2020

10.02.2020

## NOTIFICATION

It is notified that the following arrangements are to be made for the completion of valuation of answer books of all exams conducted during December 2019 / January 2020 of UG and PG courses by 14th February 2020.

- February 12,13,14 will be "Valuation Days" for all camps where valuation of Dec 19 / Jan 20 exams are still pending.
- In all camps and its associated colleges **where valuation of answer books are pending**, all assigned/mapped faculty who have not completed the assigned valuation (additional examiner/chief examiner/first examiner/second examiner) shall mandatorily be present during February 12, 13 and 14 in camps and complete the valuation. Principals shall make necessary arrangements to ensure participation of all faculty with pending valuation.
- The Principals shall also ensure that a suitable substitution from the discipline is made for absent / unavailable faculty.
- Duty leave shall be given for faculty doing valuation on these days.
- If required, classes shall be suspended on these days to ensure participation of faculty for valuation. In such cases the days of suspended classes shall be compensated by engaging classes on Saturdays.
- Camp officers shall report details of faculty who do not report for assigned valuation duty by 15<sup>th</sup> February 2020.
- **Strict disciplinary action (including fine) will be taken against faculty not co-operating with valuation.**

Dr. V. Suresh babu  
Controller of Examinations

To

Principals of all affiliated Colleges



Camp officers

KTU website

\* This is a computer system (Digital File) generated letter. Hence there is no need for a physical signature.

