



RAKSHA SHAKTI UNIVERSITY

(Pioneering Security and Police University of India)

Public University established by the Government of Gujarat and recognized by UGC

Lavad, Ta- Dahegam, Dist.-Gandhinagar, Gujarat, India

Website: www.rsu.ac.in

INFORMATION CIRCULAR

RSU/EXAM/ Covid-19/End Sem Exam/2020/ 3963

Date: 19th May 2020

Subject: RSU Examination Guidelines

Introduction

In accordance with the UGC Guidelines on Examinations and Academic Calendar for the Universities in view of COVID-19 Pandemic and Subsequent Lockdown, April 2020 and considering the mental, social, economic, technical and health challenges faced by the students and after deliberations with the faculty members, Deans of Schools and senior officers from the Administrative Department and the Academic Council approval, the University issues the following guidelines for the evaluation of subject taught in the current semester. The University is adopting alternative and simplified modes and methods of examinations to complete the process in time.

Guidelines

1. The University adopts written assignment / report, followed by viva-voce examination method, for all remaining marks. **For example**, if an internal or continuous evaluation exam has been completed for 30 out of 100 marks, the subject faculty will give ONE assignment of remaining 70 marks containing one or more questions / topics to be answered by the student. The Subject faculty can break-up assignment with 50 marks and viva-voce with 20 marks for calculation as per adjustment. However, subject faculty will submit mark to University with prescribed head only. The student shall submit the assignment / report within 20 days of the receipt of the topic or question. It is the duty of the student to ensure that the electronic copy of the written assignment is reached to the subject faculty by way of requesting acknowledgement confirmation from the subject faculty.
2. Upon receipt of the written assignment, the subject faculty shall conduct viva-voce. The viva-voce schedule can be arranged depending upon the convenience of the student and the subject faculty.
3. In case of practical examination component, conducting real time practical exercise are difficult in the given circumstances, hence, the mark allocated for the practical examination shall be included in the written assignment / report. For the outdoor training subject of DIPS & PGDIPS, the marks shall be adopted with proportionate marks based on their previous semester.
4. In case of internship reports / dissertation /projects examination component, conducting real time exercise are difficult in the given circumstances, hence, subject faculty will adopt written full/partial reports, followed by viva-voce examination method, and the mark allocated for shall be included in the head.
5. The subject faculty shall have full discretion to formulate the assignment topic, including but not limited to, MCQs, short and long answers, essays of a significant size, review of books/literature, analysis of data, preparation of online surveys, software-driven projects, etc.
6. The subject faculty shall have discretion to decide the assignment topic and style for completing an internal evaluation, in case for those students / subjects, where the internal evaluation still remains to be conducted. For example, if an internal evaluation for a paper is incomplete, the faculty may

either give two separate assignments, one towards internal and one towards external or end-term examination or combine the both and give an assignment for consolidated marks.

7. Marks for internal examination shall be disclosed to the concerned student latest by 10 July 2020.
8. The University may conduct a special examination which shall be open to all students regardless those students who have cleared a particular paper or not. The best out of the two, i.e assignment based grading or physical examination result, will be considered for the promotion to next semester or end-semester / end of year, as appropriate. However, the decision with regard to holding of special examination and its modality, if any from students will be examined and decided after 10th July 2020. The pending backlog examination /repeater examination issue will be decided later.
9. Removal of difficulty: A subject faculty in consultation with the Dean of the particular School can do all things needed to remove any difficult arising out of the interpretation or implementation of the above guidelines.
10. Student shall use only written communication to address any question or to seek clarification, as examination related matters are most crucial in the academic life of the student and the University as a whole.
11. Student shall use School email ID group even while addressing a question to a particular faculty. For example, a student of PG Diploma in Police Science shall use sispa@rsu.ac.in for any query or clarification sought from any faculty.
12. The email ID groups for the Schools and examination are as follows:
 - (a) School of Forensic Sciences and Risk Management – sfsrm@rsu.ac.in
 - (b) School of Physical Education and Sports – spes@rsu.ac.in
 - (c) School of Information Technology and Cyber Security – sitcs@rsu.ac.in
 - (d) School of Criminology and Crime Science – sccs@rsu.ac.in
 - (e) School of Security Law, Police and Governance – sslpg@rsu.ac.in
 - (f) Examination Department:- examination@rsu.ac.in
13. Please do not contact Examination Branch or Office of the Registrar for any substantive query related to exam, as these are support services for the Schools.

14. Exam Schedule:

No	Item	Date
1	Assignment allotment to the students	31 May 2020 Close of Business
2	Written assignment(s)/ Internship/Dissertation/Project submission	Upto 20 June 2020
3	Viva-Voce	To be determined by subject faculty
4	Submission of mark sheet and evaluation by faculty	05 July 2020
5	Result Declaration	15 July 2020
6	Special Examination	To be determined
7	Declaration of final results	31 July 2020 Close of Business

Sd/-
(Pavankumar Soni)
I/c. Registrar