



हैदराबाद विश्वविद्यालय  
UNIVERSITY OF HYDERABAD

परीक्षा नियंत्रक का कार्यालय/Office of the Controller of Examinations  
शैक्षणिक और परीक्षाएं/ Academic and Examinations



प्रतिष्ठित संस्थान  
INSTITUTION OF EMINENCE  
राष्ट्रीय अपेक्षाएँ, वैश्विक मानक  
National Needs, Global Standards

UH/DRAE/2021/

Date: 26-07-2021

**Note**

**Sub: Entry of Marks in the e-Gov Portal for January- June 2021 Semester – reg:  
Ref: Revised Academic Regulations Circulated to all on 19-07-2021.**

The semester registration for the July-December 2021 semester is scheduled to start from 02-08-2021 and the results of the ongoing semester students needs to be declared before the same. Attention is invited to the revised academic regulations cited above and in view of the same all faculty members are requested to follow the below guidelines for entry and processing of end semester results. All are requested to strictly adhere to the deadlines mentioned below to prevent delay in the dependent succeeding activities of the upcoming semester.

**A. General Instructions for Entry of Marks (Applicable for both Ongoing and Outgoing Students)**

1. All the faculty members are requested to Enter the internal assessment marks of the students out of 50 in the e-Gov Portal **before 5:00 PM, 29-07-2021.**
2. It has been noticed that a few faculty members have already uploaded the continuous assessment marks, out of 20/25/30 etc., whereas it should have been entered out of 50 as informed to all academic units in the beginning of the semester.
3. All such results already entered will be deleted from the system and a provision will be made centrally to re-enter the internal assessment marks out of 50.
4. **Foundation Course marks:** Provision will be made in the e-Gov system for entry of marks separately for the ongoing and outgoing students. The faculty members have to enter continuous assessment marks for both ongoing and outgoing students whereas the End semester exam should be conducted only for the outgoing students and marks entry to be made accordingly.

**B. Specific Instructions for Entry of Marks of Ongoing Students**

1. All continuous assessment marks to be entered out of 50 as mentioned above at section A, **before 5:00 PM, 29-07-2021.** The portal will be closed for computation of the End Semester marks as per the defined formula and system will not permit entry of continuous assessment marks thereafter.

2. On completion of the entry of continuous assessment marks by the faculty members as above, Examination section in coordination with the e-Governance cell will populate End Semester (major) marks out of 50 in the e-gov system **by 5:00 PM, 01-08-2021.**
3. Faculty members may please log in to the e-governance portal **between 10:00 AM and 8:00 PM on 02-08-2021 and verify the results and freeze it accordingly for further processing.**

### **C. Specific Instructions for Entry of Marks of Outgoing Students**

1. Marks for Internal Assessment and End semester exams may be entered in the e-Gov Portal out of 50 each for all courses that were offered in the Jan-June Semester including the foundation courses.
2. In addition to the general instructions at section A above, deadlines as defined in the end semester notification may be followed strictly for timely declaration of the results.

**Cooperation of all are solicited for timely declaration of the results. Thank you in anticipation.**

### **Contact:**

e-Gov Cell @ 040-23134040 - For technical support  
Ms. Aravinda @ 040-23132020 - For other queries.



Deputy Registrar  
(Academic & Exams)

To

All Faculty Members, UoH  
All Heads & Deans