



# भारतीय समुद्री विश्वविद्यालय INDIAN MARITIME UNIVERSITY

(Central University, Govt. of India)  
HEADQUARTERS

IMU-HQ/C/13/18/02/2019/DLPR

26.07.2019

## **Circular No.1916**

Sub: Re-conduct of DNS Programme Internal Assessment Examination for batches prior to the year 2015 – reg.

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Candidates who are having arrears in Internal Assessment and who have joined the DNS Programme prior to 2015 need to take note of the guidelines dealing with re-examination of DNS Programme Internal Assessment for batches prior to the year 2015.

The following guidelines are issued:

- (i) The cadet must visit his Institute to find out the status of his arrears in internal marks.
- (ii) If the cadet has an arrear in Internal Assessment then he must route his request through the Affiliated Institute.
- (iii) The Affiliated Institute must request for obtaining approval from University for re-conducting the Internal Assessment.
- (iv) On receipt of request from Affiliated Institute, IMU-HQ will assign a date for the re-exam within 15 days and intimate to concerned Affiliated Institute.
- (v) The cadet has to apply and pay the requisite fee in the Examination Portal and attend the exam as per schedule given by the University.
- (vi) The Affiliated Institute has to conduct the exam on the scheduled date and send the marks to CoE's Office. On receipt

of the marks, the record of the concerned student will be updated and will be issued revised mark statement.

These guidelines will be applicable for the students who have joined prior to 2015 entry batch.

*S. Manchala*  
26/7/19

For **Controller of Examinations**

**To:**

**IMU Campus Directors**

**Principals of Affiliated Institutes**

**IT Section for uploading on website.**