



THE ENGLISH AND FOREIGN LANGUAGES UNIVERSITY

(A Central University established by an Act of Parliament)

Hyderabad, Telangana State, India

EFLU/COE/2018/

6 November, 2018

Attention: All the Students of Regular Programmes
(can be downloaded from the university website)

1	Last day of teaching	15 November 2018
2	Attendance to be marked till	15 November 2018
3	Issuance of admit passes	20 and 22 November 2018
4	Examinations scheduled from	26 to 30 November 2018

1. Minimum required attendance for a student to be eligible to write the semester-end examination is **75%**.
2. Students who obtain "F" grade in any subject in the internal assessment are not eligible to appear in the semester-end-examination of that subject.
3. All the students should collect the **Semester-end exam application form** and **Semester-end No Dues Certificate** form from the respective Programme offices on or before **12 November, 2018 and submit immediately** to the respective Programme officers. Admit Passes will be issued, subject to fulfillment of attendance conditions, overall internal grades, no dues, and other conditions, on **20 & 22 November 2018** from the respective programme offices.
4. Students will be permitted to appear for the semester-end-examinations only with a valid admit pass.
5. Students should sign in the attendance sheet on the day of each examination and obtain the signature of the teacher concerned on the admit pass.
6. Assignments/Projects administered in lieu of written and/or viva voce semester-end-exam have to be submitted between **26 and 30 November 2018** with valid admit pass.
7. Students should sign in the attendance sheet for submission of final assignments/project also (available with the invigilator/course instructor/school secretary).
8. Any student found indulging in malpractice of any sort during the exam will be dealt with as per the rules of the university.
9. Cell phones or any other electronic devices will not be allowed in the examination hall.
10. Students **will not be allowed** in the examination hall beyond 10 minutes after the commencement of the examination.

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11. Results of students writing semester-end examinations without a valid admit pass will not be announced.
12. Results will be uploaded on the University website on **21 December 2018**.
13. Scholarship will not be paid to students who fail in any course.

To
All Notice Boards

Copy to :

1. PS to the Vice Chancellor
2. The Director, Shillong Campus
3. The Director, Lucknow Campus
4. The Dean, Research
5. The OSD (Academic)
6. The OSD (A&E)
7. The Dean, Foreign Students Office
8. All Deans, Programme Coordinators, HoDs
9. Website Administrator – to place it on website



Controller of Examinations I/c.