

No. 647/OP/KITS/2023

Date: 11/09/2023

CIRCULAR

Sub: Correction of MSE-I answer scripts, showing corrected answer scripts to students & submission of statistics to Course Coordinator - Reg.

The MSE-I for the B.Tech. III, V & VII semesters are scheduled from 11.09.2023 to 19.09.2023 (during week-8).

As soon as the exam is completed, the course faculty is requested to start correcting the scripts. As per the **schedule for important academic activities**, we have to complete the following in Week-9 & Week-10

WEEK-9	<ul style="list-style-type: none">• Show MSE-I answer scripts to the students in the class in one of the classes of week-9• Submit statistics to Course Coordinator• Preparing OBE reports• Conduction of Results Committee Meeting (RCM-1) on MSE-I on Saturday of week-9• Notifying the Remedial Classes Time Table to students
WEEK-10	<ul style="list-style-type: none">• Conducting Remedial Classes

In this matter, the course faculty are requested to start correcting the answer scripts as soon as their course exams are completed and stick to the schedule of Week-9 & week-10 given above. This will enable the students to bounce back and focus on MSE-II content.


PRINCIPAL

To,

1. All HoDs for circulation among faculty and strict compliance on Schedule of W-9 & W-10
2. Dean, Academic Affairs, for necessary follow-up and action
3. Professor I/c. OBE for necessary follow-up and action

Copy to:

1. The Chairman, KITSW
2. The Registrar
3. AAC members
4. WebTeam - To post in Faculty Notice Board