

INDIRA GANDHI DELHI TECHNICAL UNIVERSITY FOR WOMEN  
Kashmere Gate, Delhi – 110006  
EXAMINATION DIVISION

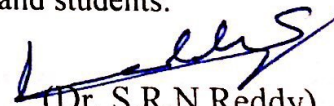
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File No-01(31)/2016-IGDTUW/EXAM/127(a-j)

Date: 11<sup>th</sup> 10.4.2019

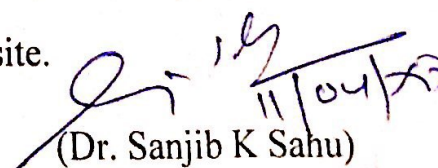
**Subject: Instructions regarding 3<sup>rd</sup> Minor for faculty members and HOD's**

- 1) The 3<sup>rd</sup> Minor exam is scheduled for students who have missed any of the Regular Minor-I/Minor-2 or who have made request in the concerned department regarding their unavailability in the Minor-II examination of this current semester with valid reasons and the same is duly verified by concerned HODs of the department.
- 2) The Syllabus for 3<sup>rd</sup> minor will be the complete syllabus of Minor-1 & Minor-2 and will be scheduled from 25.04.2019 to 26.04.2019 as per proposed date sheet uploaded on the University Website.
- 3) A student should not be permitted to write regular as well as 3<sup>rd</sup> Minor Test for the same evaluation component (Minor-1/ Minor-2) in a course.
- 4) All faculty members who have received request from eligible students (Approved by the HODs concerned) (absent in Minor-I or Minor-II exam) are required to send the question paper of their concerned subjects latest by 22<sup>nd</sup> April, 2019 (1:00 P.M) to examination division Email address [examigdtuw@gmail.com](mailto:examigdtuw@gmail.com). In case question paper is not send on time, the 3<sup>rd</sup> minor will not be held for the concerned students and the student will be marked as absent and examination division will not entertain any request. HoDs are requested to send the eligible list of students to examination division on or before 22.04.2019 (1:00 P.M)
- 5) The Venue for the 3<sup>rd</sup> Minor Examination will be the notified later.
- 6) All HODs are requested to enter the detained list of current semester in the Examination portal on or before 25.04.2019 and also submit a duly signed hardcopy list to the Examination Division.
- 7) Please note, those students who are booked in UFM case in Minor-1 and Minor-2 are not eligible to appear in 3<sup>rd</sup> minor examination.
- 8) HODs are requested to circulate this information among faculty members and students.

  
(Dr. S.R.N Reddy)  
Dean (Examinations Affairs)

Copy for Information and further necessary action to:-

1. HOD (IT/CSE/ECE/ASH/AAP/MAE).
2. PS to Hon'ble Vice-Chancellor for kind information to Hon'ble Vice-chancellor.
3. PA to Registrar for kind information to Registrar, IGDTUW
4. Centre Superintendent, CEC.
5. System Analyst with request to upload on the University Website.
6. Guard File.

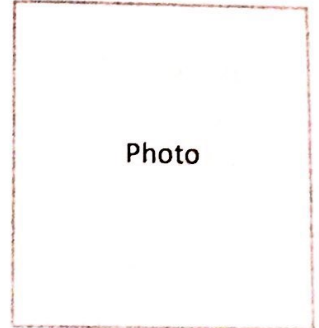
  
(Dr. Sanjib K Sahu)



Indira Gandhi Delhi Technical University for Women  
Kashmere Gate, Delhi-110006  
(Examination Division)

Application for Third Minor Examination, April 2019

Student' Name : \_\_\_\_\_  
Father's Name : \_\_\_\_\_  
Course Name : \_\_\_\_\_  
Semester : \_\_\_\_\_  
Enrollment No. : \_\_\_\_\_



Photo

Details of Papers

S.No.	Paper Code	Paper Title

Signature of the Student

Signature of HOD

Signature of Dean (EA)/Dy.COE

Instruction to the Candidate

1. No. candidate will be allowed to appear for the Third Minor Examination without proper approval of concerned HoD.
2. As per Ref no 04(60)/2014-IGDTUW-Exam/4048-4055 dated 30th, April 2014.A student should not be permitted to write Regular as well as 03rd Minor Test for the same evaluation component(Minor-1/Minor2) in a course.
3. Please note, those students who are booked in **UFM cases** in current semester **Minor-1 or Minor-2** are not allowed to appear in 3rd Minor Examination in that paper concerned.
4. Only Regular Student , who is absent in either Minor1/Minor2 can only be eligible for Third Minor tes after getting proper approval of Concerned dept HoD.