



# RAJASTHAN TECHNICAL UNIVERSITY, KOTA

No. F(27)RTU- EXAM/COE/D/2020/ 19899

Date : 21. 05. 2020

The Directors/ Principals  
RTU affiliated Colleges

## UNDER JURISDICTION OF RTU

Subject : Conduction of examinations according to guidelines issued by government in the COVID-19 outbreak.

Dear Sir/ Madam,

As all Universities and colleges are closed due to national lockdown, the teaching – learning process, academic and research activities have been badly disrupted. The schedule of even semester's end term examinations has also disturbed. However, we must be optimistic and face the challenge of safeguarding the interests of students.

With the relaxation given by Govt. in inter-district and inter-state movement, it is expected that travelling shall be restored in the month of June, 2020. In view of UGC guidelines and announcement by CBSE for conducting board examinations in physical mode, we are also planning to conduct theory examinations of all even semester's examinations in the month of July, 2020 in physical mode maintaining social distancing as per Govt. directions. However, if situation does not permit for conducting examinations in physical mode, only B.Tech. VIII sem. examinations may be conducted in online mode. Therefore, students may be advised to make all necessary preparations / arrangements for examinations likely to be scheduled in July, 2020. Final decision shall be informed after lockdown 4.0 and according to the situation prevailing at that time and government permissions. It is requested to reach out each student of your college and communicate above information to them within a week.

In view of this critical situation and following the norms, more Examination Centres will be required to conduct examinations of the University.

Therefore, you are requested to provide information of your college considering as Examination Centre with the seating arrangement of examinees following the guidelines as mentioned below:

1. Minimum six feet physical distance between each examinee in the examination hall. ( for example – 25 examinees may be accommodated in a room/ hall against seating capacity of 40 as per standard practice)
2. No. of examination halls each having capacity as per above guideline.
3. Maximum number of examinees which can be accommodate at your centre.

Kindly provide above information within 7 days from the date of receipt of this letter through mail at [rkjain@rtu.ac.in](mailto:rkjain@rtu.ac.in) and cc to : [coe@rtu.ac.in](mailto:coe@rtu.ac.in) and [njaindr@rtu.ac.in](mailto:njaindr@rtu.ac.in) . Since smooth conduction of examination in this pandemic situation is our main challenge. So, give it top priority.

( Prof. Dharendra Mathur )  
Controller of Examination