

TAMILNADU PHYSICAL EDUCATION AND SPORTS UNINVERSIY

ONLINE EXAMINATIONS GUIDELINES – (February 2022)

1. Examinations will be held through **ONLINE** as per the time table communicated to the principal/HOD's
2. Question paper pattern
 - Part - A (10 questions each 2 mark)
 - Part – B (either or type 5 questions each carry 5 marks)
 - Part C (Answer any 3 out of 5 question each carry 10 marks each)

Total – 75 Marks (A, B &C)

3. Question paper will be sent official mail ID to the Principals/HOD's at 9.00 to 9.45 a.m. forenoon session and 1.00 to 1.45 p.m. for afternoon session the Principals / Head of the Departments can sent the same to the respective students for examinations.
4. Candidates should write the examination in A4 sheets and one side only and mark the page number each sheet.
5. Candidate should complete the examination at 1.00 p.m. & 5.00 p.m. for forenoon and afternoon session respectively.
6. After completion of the examination, the candidates should scan each written pages in an order serially and upload the same. All candidates are instructed to send the hard copies of the written answer sheets to the respective Principals of their colleges/ to the respective Heads of their University Department on each day of the examination.
7. Principals / Heads of the Departments are requested to sign in the Front page of the Answer sheets, and **Prepare Attendance Sheet for each day / each session of the examination** after collecting all hard copies of the answer sheets and send to the office of the Controller of Examinations.

8. Students need not send your Answer Papers directly to the Controller of Examination Section. It must be submitted through proper channel. (Without Principals / Heads Signature , the answer papers will not be accepted)
9. Principals and Head of Departments can download the question paper scheduled for each day of examination.
10. Affiliated Colleges and Head of the Departments are requested **to create one mail ID exclusively for this February 2022 Examinations** and same may be informed to the Office of the Controller of Examinations, TNPESU.
- 11. University External Practical Examination Time Table and Instructions will be intimated shortly.**
12. In case of any difficulties to be faced by the candidates in downloading the question papers and in uploading the scanned copies of the answer sheets. The Principals and Head of the Departments are required to render possible help to such candidates by sending the question paper and receiving the answer sheet in PDF Format and uploaded by the Principals / Heads online portal.
13. The Principals and Head of the Departments requested to inform the above guidelines to the students and all concerned staff members well in advance.
14. The Principals of all affiliated colleges and HOD's of the University Departments (Chief Superintendent / Nodal Officers) are fully authorized and responsible to conduct the University examinations in their respective college/department for the registered students.
15. As stated in the earlier communication, questions papers will be sent to the Principals and HOD's official email Id's at 9.00 a.m. and 1.00 p.m. respectively on each day. If not received on time kindly contact the office of the Controller of Examinations (044-27477914/27477215)

16. Share the official e-mail Id's of the Principals and HOD's of University departments their respective students to upload the scanned copies of the examinations.
17. A mock examination may be conducted by the Principals and HOD's to familiarize ONLINE examinations among the students.
18. The front page to be enclosed by the student with their answer sheet is attached herewith **(Annexure-I- Front Sheet of the Answer Papers)**. Kindly communicate the same and to instruct them to take necessary print out to attach the duly filled in answer sheet with their each day examinations.
19. The last date for the submission of the PG (Arrear) / M.Phil- Thesis / Dissertation on or before 17.02.2022 (Last Date of the Examination).
20. The Principals and Heads of the Departments requested to inform the above guidelines to the students and all concerned well in advance.

Thanking you,

Controller of Examination i/c

Encl: 1. Annexure -I (Front sheet)
2. Examinations Time Table