

BGMEA University of Fashion & Technology (BUFT)

Office of the Controller of Examinations

Online Final Exam, Spring Semester-2021(211)

Notice

Date: 14th July, 2021

(Revised Exam Schedule)

It is notified for information of all concerned that the Online Final Exam of Spring Semester-2021 of Undergraduate Program will start on **25th July, 2021** (Sunday). All the Undergraduate students are advised to attend the online written exams, as per **revised schedule published on 14th July, 2021.**

1. Exam Schedule: **From 25th July to 07th August, 2021**

2. Duration of Final Exam: **03 (Three) hour**

3. Written Exam Time: a) Morning Shift: **10:00 AM to 01:00 PM**
b) Afternoon Shift: **02:00 PM to 05:00 PM**

4. Eligibility to sit for the Final Exam: Only those students, who have completed their **registration/ advising for Spring Semester-2021 and clear their payments (outstanding dues)**, may be allowed to sit for the Final Exam, Spring Semester-2021.

Instructions to the students/Examinees:

- **Duration of exams or time allowed:** The duration of Final Written Exams is **03 (Three)** hours. The Counting time will start just from the time of sending/distributing the question papers through internet to the students.
- a) You will use only **Google Classroom** for the submission of your answer scripts.
- b) Late submission will not be accepted under any circumstances. Do not wait for the last hours to return your answer script. Send your all attachment in a single mail.
- **c) Make a cover page with your ID No, Course Code, Course Title & Section No: (You must mention your ID No in every page).**
- d) Your answer must be handwritten on **A4 size white offset paper** and use one side only. Write your answer with **black ink ball point pen.**
- e) Take high resolution good quality pictures of scripts with **sufficient light in portrait layout form.** Your answer script must be very neat and clean.
- f) After completing the exam, create one full document with all pages preferably in **PDF format** & then upload as single file (**file name contain student full ID**). **Cam Scanner (CS) must be used to convert the image into PDF.**
- g) If any two or more answer scripts of different students are same write-up (full or partial) and the examiner assume that these are copied from each other and then all such papers will earn ZERO in total and will be reported to the authority as per BUFT Exams Policy. This act will be treated as offence/misconduct and will be dealt with as per disciplinary rules.
- h) There will be **04 (Four)** questions and a possibility of having several segments in each question that depends on a question setter. Answer all the questions.
- i) All the questions carry equal marks and if a question is segmented then total marks will be divided accordingly.
- j) Answer all parts of each question consecutively.

Note: **The overlap exam will start from August 14, 2021 with the supplementary exam.**

Details of the overlap exam will be announced later.