



# MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University established under Haryana Act No. XXV of 1975)

'A+' Grade University Accredited by NAAC

No. : Conduct/Pract/AC-II/2023/ 5225

Dated: 28.12.2023

The Head,  
Deptt. of Pharmaceutical Sciences, M.D. University, Rohtak

**Sub: Conduct of Practical Examination of Pharmacy Courses, January-2024.**

Sir,

I have been directed to inform you that the Practical examinations of following Pharmacy courses are to be conducted as per schedule given as under :

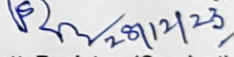
Sr. No	Name of Course	Semester	Date of Exams
1	B.Pharmacy	2 <sup>nd</sup> , 4 <sup>th</sup> , 6 <sup>th</sup> & 8 <sup>th</sup> (Reappear)	01.01.2024 to 15.01.2024
2.	M.Pharmacy	2 <sup>nd</sup>	

While conducting the Practical Examinations as per above schedule, the Head concerned will be required to ensure that:

1. The appointment of Practical Examiners will be made only out of the latest approved panel(s) of Practical Examiners of subject concerned, which is available on the University website www.mdu.ac.in. and may be downloaded therefrom.
2. The External Examiners for conduct of Practical Examinations may be invited from the places having distance not more than 100 kms (each way).
3. The Practical Examinations shall be conducted judiciously as per above schedule.
4. The uploading of Practical Awards is mandatory. Therefore, after conducting the Practical Examinations the Deptt. concerned must upload the marks awarded by the Examiner on the University portal latest by 22.01.2024. Please note that the panel will also remain open for B.Pharmacy and M.Pharmacy Odd Semester Practicals w.e.f. 01.01.2024 to 22.01.2024.
5. In case due to any technical reason, if any awards) could not be uploaded on the portal, the same may be sent to the Conduct with separate covering letter mentioning therein the specific technical reason for not uploading the awards.
6. After uploading the Awards, the Instt./Deptt./Colleges shall also submit External Awards as well as Forwarding Memo of Practical Awards List (in original) duly properly filled in all respects to the Asstt. Registrar(Conduct), M.D. University, Rohtak, within further seven days after uploading the External Practical Award i.e. latest by 29.01.2024.
7. While submitting TA/DA Bills, the Practical Examiner must be required to clearly mention their full name, designation with Grade Pay, Name of College, Contact no., Name of Course with Semester and Session and the same may be submitted to the Accounts Branch of the University directly;
8. In case the Department does not upload the external awards on the University Portal latest by 22.01.2024, the late fee will be levied w.e.f. 23.01.2024 as per University Rules, irrespective of the submission of original external awards in time;
9. The Head concerned is also requested to ensure to supply the required details as mentioned below for the remuneration of external Practical examiners.

S No	Name of External Examiner	College Name of Examiner	Exams centre Name	Date of Practical Exams	Subject	Semester	Total No of Students examined	Beneficiary ID	Remarks (if Any)

Yours faithfully,

  
Asstt. Registrar (Conduct)  
for Controller of Examinations

Endst. No. : Conduct /Practical/AC-II/2023/5226-28

Dated:- 28.12.2023

Copy of the above is forwarded to the following information and necessary action:

1. In Charge, UCC, M.D.U. Rohtak with the request to upload it on the University website.
2. A.R. (R-II), M.D. University, Rohtak.
3. PA to COE for kind information of Controller of Examinations, MDU, Rohtak.

  
Asstt. Registrar (Conduct)