



**VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY BURLA**

**ବୀର ସୁରେନ୍ଦ୍ର ସାଏ ବୈଷୟିକ ବିଶ୍ୱବିଦ୍ୟାଳୟ**

(A UGC Recognized State Government University by an Act of Assembly, Estd. -1956)

P.O. Engineering College, Burla, Dist: Sambalpur, Odisha, (India) -768 018

[www.vssut.ac.in](http://www.vssut.ac.in). e-mail: [vc@vssut.ac.in](mailto:vc@vssut.ac.in)

No. VSSUT/ACD/ 123 /2024

Dated: 23/02/2024

**NOTICE**

All the students of UG and PG Programme of Even Semester 2023-24, who are eligible for Repeat Mid-Semester examination are required to submit their application form through proper channel to the office of the Dean, Academic Affairs. The application form of all Boarders are submitted through the respective Warden and Day Scholars through respective HOD / HOS within 07 days of his / her absence from the corresponding date of Mid Semester Examination.

The students are required to go through the eligibility criteria strictly for appearing Repeat Mid Semester Examination as per notification vide no. VSSUT/ACD/496/2023, Dated.04/12/2023, before applying the application.

A copy of the previous mentioned notice and application form is attached herewith.

Dean, Academic Affairs  
Dated: 23/02/2024

Memo No. VSSUT/ACD/ 124 /2024

Copy to:

1. University Notice Board.
2. All Wardens, Halls of Residence for information and necessary action.
3. All HoS / HODs for information & necessary action.
4. COE / Professor, Training & Placement for information and necessary action.
5. Dean, Students' Welfare for information & necessary action.
6. Director, IQAC for information.
7. Dean F & P, with a request to facilitate in uploading this notice in University website for vide circulation.
8. PA to VC for kind information of Hon'ble Vice-Chancellor.

Dean, Academic Affairs



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www.vssut.ac.in, e-mail: vc@vssut.ac.in

No. VSSUT/ACD/ ୫୭୬ /2023

Dated: ୦୫/12 /2023

**NOTICE**

This is for information to all the UG and PG Programme students that as per Academic Regulations the eligibility criteria for appearing the Repeat Mid-Semester Examination are as follows:

- Death in family (to be supported by necessary documents) during the period of absence.
- Illness leading to hospitalization (to be supported by the Discharge Certificate from the hospital)
- Participation in cultural/sports/Conferences etc./other official/academic assignment in the interest of University/Government (to be supported by relevant documents and duly permitted by Dean, Students' Welfare).
- Appearing the interview/written test for a job/higher study (to be supported by suitable evidences and certified by Dean, Students' Welfare).

There is no need to pay any fee for appearing the Repeat Mid-Semester Examination

Any student who want to appear the Repeat Mid-Semester Examination on the ground against point (b) must inform the respective Warden (for Boarders only) and send their application through proper channel to the office of the Dean, Academic Affairs within 07 days of his / her absence from the date of Mid Semester Examination. The Day Scholars are required to inform their respective HOD / HOS and send their application through proper channel to the office of the Dean, Academic Affairs within 07 days of his / her absence from the date of Mid Semester Examination.

The Warden and HODs are requested to review the Repeat Mid-Semester Examination application forms and certify the genuineness of absence of the student from the Mid-Semester Examination. No applications without any remarks from Warden / HOD will be entertained.

Dean, Academic Affairs

Dated: ୫ /12 /2023

Memo No.VSSUT/ACD/ ୫୭୭ /2023

Copy to:

1. University Notice Board.
2. Concerned Wardens Halls of Residence for information and necessary action.
3. All HoS / HODs for information & necessary action.
4. COE/ Professor, Training & Placement for information and necessary action.
5. Dean, Students' Welfare for information & necessary action.
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Dean, Academic Affairs

# VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY: BURLA

(DEAN, ACADEMIC AFFAIRS)



FORM NO. (ACADEMIC): F

No.VSSUT/ACD/ /20.....

Dated: ...../...../20.....

## APPLICATION FORM FOR REPEAT MID-SEMESTER EXAMINATION

1. Name of the student: \_\_\_\_\_
2. (a) Registration No: \_\_\_\_\_ (b) Semester: \_\_\_\_\_  
(c) Programme: \_\_\_\_\_
3. (a) Branch: \_\_\_\_\_ (b) Section (if any): \_\_\_\_\_  
(c) Student Mobile No: \_\_\_\_\_ (d) E-Mail ID: \_\_\_\_\_  
(d) Mobile No. of Parents: \_\_\_\_\_
4. (a) Boarder/Day Scholar: \_\_\_\_\_  
(b) Name of the Hall of Residence (if Boarder): \_\_\_\_\_
5.  Mark against the clause of Academic Regulation for not appearing Mid-Semester Examination (supporting documents are to be attached)
  - (a) Death in family (to be supported by necessary documents)
  - (b) Illness leading to hospitalization (to be supported by the admit and discharge certificate from the hospital)
  - (c) Participation in cultural / sports / conferences etc. / other official / academic assignment in the interest of University / Government (to be supported by relevant documents and duly permitted and certified by concerned authority)
  - (d) Appearing the interview / written test for a job / higher study (to be supported by suitable evidences and certified by concerned Dean)
6. Name of the subject  
(in which the student want to appear Repeat Mid-Semester Examination)

Sl. No.	Name of the Subject	Date of Mid-Semester Examination notified for the subject
1		
2		
3		
4		
5		

7. List of documents enclosed to substantiate the clause for Repeat Mid-Semester Examination.
  - (i)
  - (ii)
  - (iii)
  - (iv)

(Full Signature of the Student)

(All recommended cases should reach the office of Dean, Academic Affairs on or before last day of Mid-Semester Examination)

Letter No:

Dated: ...../...../20.....

Forwarded & Recommended

Signature of concerned official with official stamp  
(Warden of Hall of Residence for Boarder /Dean  
Students' Welfare for Day Scholar)