

EXAM CELL

Examination cell is responsible for the conduct of end semester university examinations. The chief exam superintendent is in charge of exam cell. He is assisted by the assistant exam superintendent and exam coordinators from each department. The activities of exam cell include conduct of examinations, communication with University, assigning and instructing invigilation duties, filing of malpractices, packing and dispatch of answer scripts.



Approved by AICTE | Affiliated to KTU & DTE

Ref No./EC/TCE/2022-23/Order 1

29/11/2022
Mattakara

EXAM CELL CONSTITUTION

As per AICTE guidelines a committee formed for the exam cell in the campus. The committee is constituted with the following members on 29/11/22.

SL.NO	Name	Designation
1	Mr. Joby Joseph, Principal	Chief Superintendent
2	Mr. Kiran K Murali, HOD, ME	Exam cell Co-ordinator
3	Ms. Erlin Antony, HOD, CH	KTU Co-ordinator
4	Mr. Jobin John, Asst.Prof, ME	Staff Member
6	Mr. Vineeth V, System Admin	Staff Member
7	Mrs. Remya P V, Office assistant	Office Staff Member

Principal/Director

COPY TO:

1. Chairman
2. Vice principal
3. Administrative officer
4. All the members of the committee and squad
5. Collage Website



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Ref No./ec/tce/2022-23

28/11/2022
Mattakara

EXAM CELL
INTIMATION

Subject: Exam Cell Reconstitution

Academic Year: 2022-2023

Venue: ClassroomNo.314

Date and Time:29/11/2022,11.15am

SL.NO	Name	Designation
1	Mr. Joby Joseph	Principal
2	Mr. Kiran K Murali	HOD, ME
3	Ms. Erlin Antony	HOD, CH
4	Mr. Jobin John	Asst.Prof, ME
5	Mr. Vineeth V	System Admin
6	Mrs. Remya P V	Office assistant

PRINCIPAL



Ref No./TCE/WWC/2022-23/Meeting /1

29/11/2022
Mattakara

EXAM CELL MEETING MINUTES

Subject: Exam Cell committee meeting minutes

AGENDA

- To reconstitute the Exam Cell for the academic year 2022-23.

POINTS DISCUSSED

- Both internal and end semester examinations will be conducted by the Examination Cell
- For end semester examinations, the time schedules and duration of examination for each course will be published by the Controller of Examinations, APJ Abdul Kalam Technological University (APJKTU), along with the rules and regulations for the conduct of examinations
- For internal examinations, the time schedules, duration of examination for each course and rules and regulations for the conduct of the examinations shall be published by the examination cell.

SL.NO	Name	Designation
1	Mr. Joby Joseph	Principal
2	Mr. Kiran K Murali	HOD, ME
3	Ms. Erlyn Antony	HOD, CH
4	Mr. Jobin John	Asst.Prof, ME
5	Mr. Vineeth V	System Admin
6	Mrs. Remya P V	Office assistant

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