

NOTICE

Guidelines for the students to be followed during the examination

All DSE students appearing in the Mumbai University Online Examination starting from 10th April 2021, are required to follow the Standard operating procedure mentioned below.

1. The concerned student should keep checking the email that he/she has provided to the Examination Section for correspondence related to online examination 30 minutes before the time of examination.
2. Student will get an email containing THREE links as
 - a. Google meet link
 - b. MCQ Question paper link
 - c. Descriptive Question paper link
3. Student is required to join the Google meet through the link provided 20 minutes before the examination timing (For example, if Exam time is 02.30 PM to 04.30 PM then the meet should be joined at 02.10 PM) and he/she should keep joined with the their video camera on up to end of examination.
4. Students must keep their College ID Card/Aadhaar Card/PAN Card ready for online verification.
5. Students are not allowed to leave their seat till the end of examination.
6. After joining Google meet the student is required to click on the Question Paper link to open the Question paper in a new window keeping themselves joined in Google meet for online proctoring/monitoring suggested by Mumbai University.
7. The Question paper link will be enabled 05 minutes prior to examination.
8. These 5 minutes shall be used by students to enter their personal details/mandatory information like Examination seat number, Name of examination, Name of student, Name of the course etc.
9. The commencement as well as end of the examination will be done automatically to ensure fairness.
10. After the end of Examination students will have to wait for the confirmation about submission of their response.
11. The examination conduction team will verify the students' count and the submitted responses, once verification is completed the students will be notified about the end of the examination and they may leave the Google meet session.

We wish all the best to all students appearing in the examination.

For any Query Please contact following numbers:

1. Dr. Y. G. Mulye – Chief Conductor – 9422564621
2. Mr. Prasanna Sathe –Deputy Registrar, Examination – 9423291578



Chief Conductor