

CAMPUS LAW CENTRE
UNIVERSITY OF DELHI

INSTRUCTIONS FOR LL.B. VIth TERM SUPPLEMENTARY EXAM 2021
(OBE) FOR CLC STUDENTS

1. The CLC students appearing in LL.B. VI Term Supplementary Exam 2021 will get question paper on the email address provided in their exam form at the scheduled time of the examination.
2. If in any case, a student does not receive question paper on his/ her given registered e-mail ID, she/or he may make request to get the same on her/hise-mail. The request may be made through email on obe3@clc.du.ac.in. However, this option may be exercised only in case of an emergency.

Answering the Question Paper:

3. Answers of OBE question paper may be written either in English or in Hindi but the same medium should be used throughout the exam / paper. Student may use Internet tools to get the question paper translated if they feel so.
4. Students will write the answers to the questions on A-4 size white papers in own handwriting (ruled or plain). The answers are to be written using black or blue pen (**preferable black pen**).
5. Students will write following particulars on the Top Right corner of the first sheet used for answers:
 - a) Program Name:
 - b) Semester:
 - c) Examination Roll Number:
 - d) Unique Paper Code:
 - e) Paper title:
 - f) Date and Time of Examination:

There is no need to repeat above details on each page or each answer. The page numbers are also to be mentioned at the bottom of each sheet. Students should begin each answer on a separate sheet so that evaluation can be conducted smoothly).

Emailing Answer Sheets:

6. Student need to attach either a single PDF file consisting of all the answer sheet **or** answer wise single PDF files consisting of all the pages for individual answer attached in a single email. **Submission in Google drive or image format will not be accepted.**

Maximum size of all attachment of email must not exceed to 20 MB. Google drive attachments will not be accepted.

Follow the instruction given below for submission of answer sheet through Email:

Subject of Email:

Student must write his/her Exam Roll Number, Unique Paper Code (UPC) and Date of Examination (dd/mm/yyyy) in the subject of their e-mails e.g. **123456-601-04/08/2021**

Email Body: In the e-mail body student must write the following:

- a) Examination Roll Number:
 - b) Name of Programme:
 - c) Unique Paper Code (UPC):
 - d) Title of the Paper (attempted):
 - e) Name of College:
 - f) Semester:
 - g) Date and Time of Examination: dd/mm/yyyy, Hrs:min
7. After completing process of point number 6, student will have to email his answer scripts at designated email address obe3@clc.du.ac.in within the specified duration of the OBE i.e. **four hours for students other than the Divyaang(PwBD) and six hours for Divyaang(PwBD) including one hour for ICT based activities.**
 8. There is no need to CC / forward / send the answer sheet to any other email address other than designated email address obe3@clc.du.ac.in .
 9. In case of any difficulty, students may contact Nodal Officer at obe3@clc.du.ac.in .

(PLEASE NOTE THAT THE AFORESAID GUIDELINES WILL BE SUBJECT TO ANY GUIDELINES ISSUED BY THE EXAMINATION BRANCH OF UNIVERSITY)

Dr. Rahul Kumar
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(September-October, 2021)
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