

University of Mumbai



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No. DBOEE/Exam/ICC/2025-26/12

Date : 11th September, 2025

CIRCULAR

**Subject: Implementation of NEP-2020 Examination and Evaluation Guidelines for
UG Programs (Arts, Science, Commerce & Management) Semesters III to IV**

All Principals of Affiliated Colleges, Directors of Recognized Institutions, Heads of University Departments, Autonomous Colleges/Institutions, Director of the Centre for Distance & Open Education (CDOE), and Coordinators/Directors of University Sub-Campuses (Thane, Kalyan, Ratnagiri) in the faculties of Arts, Commerce, Science, and Management are hereby informed that the implementation of the National Education Policy (NEP-2020) guidelines for Examination and Evaluation shall be applicable to Undergraduate (UG) programs for Semesters I to IV from the Academic Year 2024-25.

As per the resolution of the Academic Council held on 20th May 2025, the University of Mumbai has adopted the following Examination and Evaluation Guidelines under the National Education Policy (NEP-2020), which shall be applicable to all Undergraduate Programs in Arts, Science, and Commerce & Management (Semesters I to II) from the Academic Year 2025-2026, as detailed below.

I. Examination Schedule and Timetable

1. Examination Dates:

The University will announce the examination slots and the overall schedule for examinations and result declaration in due course.

2. Timetable Preparation:

Affiliated colleges shall be responsible for preparing detailed timetables for both Regular and KT (Keep Term) examinations, strictly within the examination slots allocated by the University.

II. Examination Forms – Regular and KT

1. All students must fill out examination forms (Regular and KT) as per the schedule issued by the University.
2. The processes of subject selection, form filling, and form submission shall be managed by the respective colleges.
3. Seat numbers will be issued in the e-smarth portal for regular and KT.

III. Question Paper Setting and Evaluation

1. **Question Paper Setting:**
Colleges are responsible for setting question papers for all Regular and KT examinations conducted under their jurisdiction.
2. **Evaluation and Moderation:**
Assessment of answer scripts, including moderation, shall be carried out at the college level.
3. **Interim Results:**
Interim results or marks for all assessments shall be declared by the respective colleges.

IV. Revaluation and Marks Submission

1. **Revaluation / Open House:**
Revaluation and/or Open House shall be conducted by colleges as per their internal academic policy and mechanisms.
2. **Marks Entry:**
Colleges shall prepare the final mark lists and enter them in the Samarth Portal as per the University schedule.
3. All data must be thoroughly verified for accuracy before final submission. No changes will be permitted after final submission.

V. Result Declaration and Marksheet Generation

1. **Application of Ordinances & Result Declaration:**
The University will apply the relevant ordinances and declare the final results for both Regular and KT examinations via the Samarth Portal.
2. **Marksheet Generation & DigiLocker Upload:**
Digital marksheets will be generated by the University and uploaded to DigiLocker as per the University's marksheet generation policy.

VI. Guidelines for Defaulting Colleges

Colleges may be subjected to academic and administrative actions, including penalties, for any of the following defaults:

7. Failure to submit ERN (Eligibility Registration Number)
8. Failure to create or verify ABC ID
9. Incorrect subject selection
10. Improper or incomplete form filling
11. Non-generation of seat numbers
12. Failure to submit marks / Submission of incorrect marks

VII. General Compliance and Communication

All affiliated colleges are required to:

5. Comply meticulously with all the above-mentioned procedures.
6. Ensure data integrity and adhere strictly to prescribed deadlines.
7. Maintain transparent communication with students and University officials.
8. Use the ticketing system in the Samarth Portal to raise any technical queries or concerns. The technical team shall address and resolve tickets accordingly.



(Dr. Pooja Raundale)
**Director, Board of Examinations &
Evaluation**

Copy to:

All Principals of Affiliated Colleges, Directors of Recognized Institutions, Heads of University Departments, Autonomous Colleges/Institutions, Director of the Centre for Distance & Open Education (CDOE), and Coordinators/Directors of University Sub-Campuses (Thane, Kalyan, Ratnagiri)

Copy for information & necessary action:

All Deputy Registrars (Examination Section)

Personal Assistant – 1) Vice-Chancellor 2) Pro-Vice-Chancellor 3) Registrar