



DAV Centre for Academic Excellence
DAV College Managing Committee
Chitra Gupta Road, Paharganj, New Delhi-55

Ref. No. DAVCAE/2021-22/228

Date: 25/01/2022

Dr.(Mrs.)Nisha Peshin
Director(Academics)

Sub : Conduct of Annual Examination Class-VIII and XI, Feb.-March, 2022

Dear Sir/Madam,

1. DAVCMC has formulated guidelines to be followed for the conduct of Annual Examination of Class VIII and XI for the Academic Session 2021-2022.

Class VIII

- a) Annual Examination of Class VIII will be on the same pattern as given in the Sample Paper. The soft copy of Question Paper will be sent online a day prior/ on the day of Examination as per the date-sheet.
- b) The examination will be of three hours. The paper will start and finish as per the timings laid-down in the date-sheet.
- c) RO's/Dy. RO's/Asst. RO's will have the option either to hold online/offline examination in compliance to government orders prevailing in their state/area due to Pandemic situation in the country. The RO's/Dy. RO's/Asst. RO's are requested to send Online/Offline examination information to DAVCAE prior to the conduct of exam.
- d) For online Examination, the schools will send the link of the Question Paper generated by school to the student.
- e) The students will be instructed to submit the answer sheet in PDF format (for online examination) within 20 minutes of completion of question paper. The soft copy of answer sheet will be sent to school on link provided to students. Students will not be asked to submit hard copy of answer sheet to school authorities if examination is held online.
- f) The strict invigilation will be carried-out by the invigilator detailed by the school for each examination. Students will be asked to keep camera on for the entire duration of examination.

Class XI

- a) RO's/Dy. RO's/Asst. RO's will have the option either to hold online/offline examination in compliance to government orders prevailing in their state/area due to Pandemic situation in the country. The RO's/Dy. RO's/Asst. RO's are requested to send Online/Offline examination information to DAVCAE prior to the conduct of exam.
- b) The Question Paper will be sent a day prior/on the day of examination as per date-sheet.
- c) Principals will be asked to print hard copies of question paper as per the strength of children in each subject for offline examination.
- d) The examination will be conducted strictly as per the timings and date given in the date-sheet.
- e) Proper invigilation including flying squad will be detailed by RO/Principal.

2. RO's/Dy. RO's/Asst. RO's will ensure fair and smooth conduct of examination of schools under their jurisdiction.
3. The above guidelines will be reviewed in the second/third week of Feb., 2022, keeping in view the government instruction on opening of school/conduct of examination during Corona Pandemic. In case any fresh guidelines are issued by government, the amended directions will be issued by the DAVCAE.

Yours sincerely,



25/1/2022 10:24:37
a1967fd3-7907-4444-caa1-5c991fc99dd7

(Dr. Nisha Peshin)