

PARUL UNIVERSITY

Office of the Registrar

January 01, 2016

R/Note-12/ 2015-16

NOTE

Sub: Payment to Internal Examiners in End Semester Practical/Viva Examination

It has come to the notice of the University that the Internal Examiners in End Semester Practical/Viva Examination are being paid in cash for their duties as Internal Examiners in Practical/Viva Examination. It is brought to the notice of all concerned that the employees of the University, when they offer services in any capacity warranting additional payment, shall not be paid in cash. The total remuneration to be paid to them for their additional responsibilities shall be billed once and shall be submitted to the Account Section, which in turn will arrange to credit the amounts due to the account of the teacher in the bank.

When a teacher in the University is nominated as external examiner for conducting Viva/Practicals due to non-reporting of the designated external examiner, such teachers shall be paid remuneration at the rates applicable to internal examiners. They will not enjoy the privilege extended to the external examiner.


Registrar

Copy To

1. Deans/Principals/Directors/HOIs
2. Controller of Examinations
3. Account Section

Submitted To

1. The President
2. The Vice-President
3. The Provost