

University of Mumbai



Appointments Unit,  
Examination Section,  
M. J. Phule Bhavan,  
Vidyanagari,  
Santacruz (East),  
Mumbai - 400 098.

No. *AV/ICC/2024-25/5*

**CIRCULAR:**

The Principals of the affiliated Colleges in Engineering are hereby requested to furnish, the titles of the Project Work, names of Internal guides and persons who could be considered for appointment as External Examiners etc. for the Project Work and Oral Examinations at the B. E. (Sem. VII & VIII) examinations in different branches of engineering to be held in the Second half (Winter) of the year 2024 (R-2019) ('C'Scheme) in the enclosed **Proforma**.

While furnishing the required information, due care be taken to see to it that the persons whose names are recommended as Internal Guides and External Examiners shall satisfy the following requirements laid down by the University for the purpose of appointment of examiners at the Engineering examinations and that they are available for the smooth conduct of the Project Viva-Voce Examination:-

**"No person shall ordinarily be eligible for appointment as an examiner unless he has passes the Bachelor's degree in the First or Second Class or a Master's Degree and has had at least 5 years' teaching experience in the same subject in the same or higher class in a college or of any other recognized eminence in the subject".**

The required information should reach to the Deputy Registrar, Appointment unit, Mahatma Phule Bhavan, Extension building 3<sup>rd</sup> floor on or before **17<sup>th</sup> August, 2024**. Please send soft copy along with hard copy in Excel format to Email address [appointmentunit\\_engg@exam.mu.ac.in](mailto:appointmentunit_engg@exam.mu.ac.in)

The Principals of the affiliated colleges are also hereby requested that the Marks of the Project-Viva examination be uploaded by colleges through College Login ID and password provided by MKCL.

**Mumbai - 400 098.**  
**2<sup>nd</sup> August, 2024.**

*Pooja Raundale*  
Dr. Pooja Raundale  
Director

**Board of Examinations & Evaluation**

P.S.: The Principals in Engineering Colleges are requested to *note* that the Project/Oral Examination of B.E. (Sem. VII & VIII) should be conducted only after the approval from the University Examiners recommended by them.

To,  
The Principals of the affiliated Colleges in Engineering.

**SECOND HALF (WINTER) 2024**

**PROFORMA**

**INFORMATION REGARDING THE PROJECT WORK/ORAL AT THE B. E. SEM- (VII & VIII)-**

**(R-2019) ('C'SCHEME) EXAMINATION \_\_\_\_\_ BRANCH**

| Sr. No. | Name of the Student | Title of the Project | Name, Address & Qualifications of the Internal Guide | Details of the teaching and/or Professional experience of the Internal Guide & Date of Superannuation | Name, Address & Qualifications of the External Examiner | Details of the teaching and/or Professional experience of the External Examiner | Remarks<br>(For the use of the University Office) |
|---------|---------------------|----------------------|--|---|---|---|---|
| 1       | 2                   | 3                    | 4  | 5   | 6   | 7   | 8   |
|         |                     |                      |  |   |   |   |   |

Date: \_\_\_\_\_

Name of the College: \_\_\_\_\_

(Signature of the Principal & College Stamp on each Page)