



GUJARAT TECHNOLOGICAL UNIVERSITY
(Established under Gujarat Act No. 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી
(ગુજરાત અધિનિયમ ક્રમાંક: ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

No. GTU/IDP-UDP/2350

Date: 28/03/2013

Circular

Subject: Uploading of IDP/UDP details by HOD on GTU portal and the modality of conducting exam.

All HOD's are informed to upload details of the IDP/UDP on GTU portal using the same user id and password which is used for faculty details update. The GTU portal needs following details pertaining to IDP/UDP.

(A) Details regarding Final Year project being done during the current semester

- (i) Title of every project
- (ii) Keywords of the project
- (iii) Enrolment numbers and names of the students, working on the project
- (iv) Name of the faculty supervisor for the project
- (v) For an IDP :-
 - name of the industry
 - name of the industry mentor, if any

(B) Major Areas of the projects to appoint appropriate external examiners.

- Please go through the Guidelines for entry of details on GTU portal (<http://www.gtu.ac.in/admin/>)

(C) Other Modality for conducting IDP/UDP exam

(I) Appointment of examiners:

(a) External Examiner: For every 30 students, one external examiner shall be appointed by GTU.

(b) Internal Examiner: HOD or a senior faculty of a concern college shall be appointed as the Internal examiner by the HOD.

(c) Honorary Examiner:

- (i) **From the institute**: The Faculty member, who has supervised the project shall be the Honorary Examiner for the project(s), he/she may have supervised. A honorarium of Rs. 350 per day shall be given to the Honorary Examiner.

Winners of: ICT Enabled University Award E-India - 2009 Manthan Award – 2009

Nr. Visat Three Roads, (Campus of Vishwakarma Government Engg. College & IIT, Gandhinagar), Sabarmati -
Koba Highway, Chandkheda, Ahmedabad-382424. Gujarat, India. Tele: 079-23267500 E-mail :
registrar@gtu.ac.in URL : www.gtu.ac.in



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The Honorary Examiner will assist the External Examiner and the internal Examiner in conducting exam.

(ii) **From the industry:**For IDPs, the Principal may ask the industry professional, who has mentored the project to be another Honorary Examiner for the project. However no honorarium will be paid to industry professional by the university. The University expects the industry professional to work as the Honorary Examiner as a part of his Corporate Social Responsibility. The University expects the Principal/HOD to receive the industry professional with due courtesy.

(D) Signature on Marksheet:

To be signed both by the external examiner and the internal Examiner.

Registrar

Copy to:

1. Ps to Honorable Vice Chancellor.
2. Controller of Examination.
3. All institute head for information and necessary action.

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