



Circular

**Subject: Revised temporary university working hours**

Dear Faculty Members,

As you all know, owing to pandemic, the current semester is extended in summertime to complete academics and start next semester well in time so that there is no extension of semester.

We are keeping a close watch on the ongoing adverse weather condition and heat, the management of Manipal University Jaipur has deliberated on possible options to comfort the students and faculty members without hampering the academic processes.

Please note the following temporary arrangement:

- Starting from 9<sup>th</sup> May 2022, the university will continue with revised timing - 9 AM to 1 PM, Monday to Friday.
- This is only a temporary arrangement. The normal university timing will resume once the extreme conditions relaxes.

Please note the details:

**For the students of the higher semesters (Sem-IV and onwards):**

- The classes for the higher semesters are supposed to end by 6<sup>th</sup> May 2022 as already communicated.
- The remaining days to be utilized to **compensate for left-out laboratory sessions and extra classes** upon mutual discussion with the students. The timetable for the same should be shared by the departments to their concern students

**For the students of the Sem-II (1<sup>st</sup> year):**

- A **revised time-plan** for classes (for the students of the 1<sup>st</sup> year) will be shared by the Academic Section very soon.
- During this period, **only theory classes** will be held.
- The **duration** of the classes will be restricted to **40 minutes**.
- **Extra classes** will be planned to ensure timely completion of the syllabus.
- Remaining **lab classes** will be held after we resume normal schedule.

**Notes for the examinations (MTE and ETE):**

- The timing for the upcoming End Term Examinations for the higher semesters will be shared by the CoE.
- The **timing for ETE may be beyond above-mentioned schedule** to ensure timely completion of the odd semester in this regard your whole heartly co-operation is required to complete the examinations on time.
- The **revised timeslots for the MTEs** (MTE-1 for the Sem-II and MTE-II for the Sem-IV onwards) will be shared by the Academic Section and the Office of the CoE very soon.

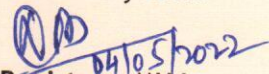
To:

All MUJ Faculty Members

Copy to:

Hon'ble President through PS - for information please  
Pro-President through PS - for information please  
Head HR



  
Registrar, MUJ