

APPEALS ANNOUNCEMENT_Version-2

For Semester 1 AY 2022-2023

Department Assessment Committee set the deadline and schedule of exams.

1. **Deadline for submitting the MAKEUP Exam online requests**
→ **Within three days of the particular exam/s,**
2. **Dates of Make-up & Resit Exams:** → **30th Jan to 2nd Feb 2023**
(Monday to Thursday 3 or 4 days depending on number of exams)
3. **Announcement of the tentative makeup/Resit exams schedule:**
→ **25th Jan (without student IDs)**
4. **Announcement of the schedule for the Resit / Make-up exams is on the college website on 29th Jan 2023 (Sunday by 2 pm)**
5. **Deadline for Appeals against Final Grades** → **from 27th-29st Jan 2023**
[Requests after the deadline will not be entertained]
6. **Deadline for submitting RESIT-Exam requests** → **29th Jan. 2023 (12pm)**



Postings of

Appeal Results → **5th Feb 2023 (Sunday) & 7th Feb 2023 (Tuesday)**
Make-up & Re-sit Exam Results → **6th Feb 2023 (Monday)**

Note to students:

Please **ensure** your **appeal is submitted** before exiting the online appeal form in the **CIMS** system.

THE EXACT SCHEDULE OF THE MAKEUP & RE-SIT EXAMS WITH TIMING & VENUE WILL BE PUBLISHED (ON THE WEBSITE)

Reminder: Only **online** Make-up/Re-sit Exam/Appeals applications will be processed.

If you **encounter any problems** in submitting your online appeals kindly contact

- **In CIMS:** Mr. Huma Shankar Shastry TM, (**Phone:** 24473844, or **e-mail:** hshastry@hct.edu.om)
- **For Make-up / Re-sit appeals:**
 - CAE Mr. Ghufuran Ahmad Khan (ghufuran.ahmad@hct.edu.om)
 - EEE Dr. Rajalakshmi (Rajalakshmi.D@hct.edu.om)
 - MIE Dr. Baburao (baburao.gaddala@hct.edu.om)

Approved by

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