

INDIAN INSTITUTE OF TECHNOLOGY BOMBAY
Academic Office

No. Acad./PG/Circular/2018

Date : 10th April 2018

Sub: Submission of Grades for the End Semester Examination Spring Semester 2017-2018

The Spring Semester 2017-2018 End Examination is scheduled from 23rd April, 2018 to 6th May, 2018. **The last date of submission of grades is 11th May, 2018** and the ON-LINE interface will be closed on the same day (Mid-night).

Heads/Conveners of the academic units are requested to bring to the notice of all faculty/course instructors that the online grade is to be submitted latest by the due date as mentioned above and also submit a duly signed hardcopy of the grades to the Academic Office for record.

All grades submitted after 11th May 2018 will be treated as 'Late Grades' and are required to be submitted by stating the reasons for delay. As decided in the Senate, such late grades will be processed and accepted only after approval of the Chairman, Senate.

In case of difficulty in getting printed copy from on-line grading interface, you may please send hand written copy of grades on or before the due date of submission of grades.

Sd/-
Assistant Registrar (Academic)

To,
The Head/Convener, All Deptt./Centres/School/IDP

Copy to :

1. Dean of Academic Programmes
2. Head, ASC Section
3. Concerned Staff (Academic Section)