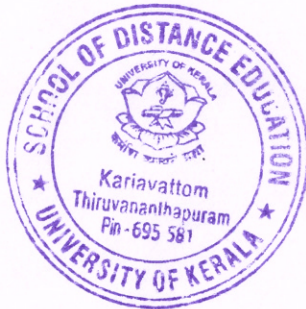


## Observer Report 2023-24

The UG and PG examinations of the School of Distance Education are conducted by The Controller of Examinations of Kerala University. The exams are conducted adhering to the rules prescribed by the University. The examination centres have full-fledged monitoring systems like CCTV. Before every exam, a proper seat plan is made and displayed on the notice board. The invigilator made sure that the students are seated as per the seat plan. Electronic gadgets like mobile phones and smart watches are not allowed inside the exam hall. For every 20 student, one invigilator is provided to ensure the smooth conduct of the exam. The hall ticket and id card of each and every examinee is checked and verified by the invigilator. An attendance sheet is provided to the examinees to enter their enrolment number, answer script serial number and signature is also taken in the same. The invigilator duly verifies the same and this sheet is sent to the Controller of Examinations along with the answer scripts. The question papers are kept under the custody of the Chief Superintendent of the exam. The seal of the question paper packet is opened only in the presence of students and signature is collected from students while opening the seal of the question paper packet. During examination if any examinee is found to be using any unfair means, the paper is seized and he/she will not be allowed to write further examinations. And this will be reported to the controller of examinations office.



  
**Director**  
Centre for Internal Quality Assurance  
School of Distance Education  
University of Kerala, Kariavattom  
Thiruvananthapuram - 695 581