

University of Mumbai



Director,
Board of Examinations and Evaluation
Chhatrapati Shivaji Maharaj Bhavan
Vidyanagari,
Kalina, Santacruz(E),
Mumbai – 400098

No. DBOEE/Exam/ICC12025-26/18

Date: 03rd October 2025

CIRCULAR

**Subject: Implementation of NEP-2020 Examination and Evaluation Guidelines for
UG Programs (Engineering & Technology) Semesters I to VIII.**

Ref circular no.

1. DBOEE/Exam/ICC/2025-26/13, dated 11th September 2025- copy attached
2. DBOEE/Exam/ICC/2025-26/14, dated 11th September 2025- copy attached
3. DBOEE/Exam/ICC/2025-26/16, dated 16th September 2025- copy attached
4. DBOEE/Exam/ICC/2025-26/11, dated 11th August 2025- copy attached

All Principals of Affiliated Colleges in the faculties of Engineering and Technology are hereby informed that the implementation of the National Education Policy (NEP-2020) guidelines for Examination and Evaluation shall be applicable to Undergraduate (UG) programs from the Academic Year 2024-25.

As per the resolution of the Academic Council held on 20th May 2025, the University of Mumbai has adopted the following Examination and Evaluation Guidelines under the National Education Policy (NEP-2020), which shall be applicable to all Undergraduate Programs in Engineering and Technology from the Academic Year 2024-2025, progressively to semester I to VIII as detailed below.

I. Examination Schedule and Timetable (Applicable to semester I to VIII)

1. Examination Dates:

The University shall announce the examination slots (DOC) and the overall schedule for examinations and result declaration in due course.

2. Timetable Preparation:

The University shall prepare the detailed timetables for both Regular and KT (Keep Term) examinations, as per the examination slots announced by the University.

II. Examination Forms — Regular and KT (Applicable to semester I to VIII)

1. The process of filling examination forms (Regular and KT), including subject selection, shall be carried out by students through the **Samarth Portal** using their respective student login credentials.
2. The **respective colleges** shall verify all examination forms submitted through the Samarth Portal via the **college login**.
3. **Seat numbers** shall be allotted by the **University** to candidates appearing for both **Regular** and **KT** examinations.
4. The **colleges** shall ensure that a provision is made for entering the **7-digit course/subject code** on the answer books for **NEP Semester III to VI** examinations.

III. Question Paper Setting: (Applicable to semester I to VIII)

It is the responsibility of the university to appoint the paper setter and giving the paper setter through an online e-delivery mechanism before the start of the exam. Colleges are responsible for printing of question papers for all Regular and KT examinations.

IV. Evaluation and Moderation:

For semester III to VI :Assessment of answer scripts, including moderation, shall be carried out at the college level. Interim Results: Marks for all assessments shall be declared by the respective colleges on notice board for students.

For semester I, II, VII, VIII : Assessment of answer script including modification shall be carried out at University level.

V. Revaluation and Marks Submission

For semester III to VI :

1. Revaluation / Open House:

Revaluation and/or Open House shall be conducted by colleges as per their internal academic policy and mechanisms.

2. Marks Entry:

Colleges shall prepare the final mark lists and enter them in the Samarth Portal as per the University schedule.

3. All data must be thoroughly verified for accuracy before final submission on Samarth portal. No changes shall be permitted after final submission.

For semester I, II, VII, VIII : **Revaluation and its results declaration** shall be carried out at University level.

VI. Result Declaration and Marksheet Generation (Applicable to semester I to VIII)

1. Application of Ordinances & Result Declaration:

The University shall apply the relevant ordinances and declare the final results for both Regular and KT examinations via the Samarth Portal.

2. Marksheet Generation & DigiLocker Upload:

Digital marksheets shall be generated by the University and uploaded to DigiLocker as per the University's marksheet generation policy.

VII. Guidelines for Defaulting Colleges

Colleges may be subjected to academic and administrative actions, including penalties, for any of the following defaults:

1. Failure to submit ERN (Eligibility Registration Number)/PRN
 2. Failure to create or verify ABC ID
 3. Incorrect subject selection
 4. Improper or incomplete form filling
 5. Non-generation of seat numbers
 6. Failure to submit marks / Submission of incorrect marks
- General Compliance and Communication

VIII. All affiliated colleges are required to:

1. Comply meticulously with all the above-mentioned procedures.
2. Ensure data integrity and adhere strictly to prescribed deadlines.

3. Maintain transparent communication with students and University officials.
4. Use the ticketing system in the Samarth Portal to raise any technical queries or concerns.
The technical team shall address and resolve tickets accordingly.



(Dr. Pooja Raundale)
Director, Board of Examinations &
Evaluation

Copy to:

All Principals of Affiliated Colleges, Director of the Centre for Distance & Open Education (CDOE), and Coordinators/Directors of University Sub-Campuses (Thane, Kalyan, Ratnagiri)

Copy for information & necessary action:

All Deputy Registrars (Examination Section)

Director, DICT, Examination section.

Personal Assistant — 1) Vice-Chancellor 2) Pro-Vice-Chancellor 3) Registrar

University of Mumbai



Director,
Board of Examinations & Evaluation,
Chatrapati Shivaji Maharaj Bhavan,
Vidyanagari Campus,
Santacruz (E), Mumbai - 400098.
Email - dboee@exam.mu.ac.in

No. DBOEE/Exam/ICC/2025-26/13

Date : 11th September, 2025

CIRCULAR

Subject: NEP UG/PG Admission Process for Academic Year 2025-26 on Samarth Portal

All Principals of Affiliated Colleges, Directors of Recognized Institutions, Heads of University Departments, Autonomous Colleges/Institutions, the Director of the Centre for Distance & Open Education (CDOE), and Coordinators/Directors of University Sub-Campuses (Thane, Kalyan, Ratnagiri) are hereby informed that NEP-based UG/PG admissions for the academic year 2025-26 have commenced on the Samarth Portal.

They have to aware students about following process and give wide publicity.

After admission is granted by the College/Autonomous College/University Department as per the eligibility criteria prescribed by the University of Mumbai, the University will allocate a 16-digit Enrolment Number (ENR No.) to each admitted student.

All such admitted students will be moved to the Student Life Cycle (SLC) module on the Samarth Portal by the Department of Information Communication Technology (ICT).

Students are **compulsorily required** to complete the following steps:

Step-by-Step Instructions:

1. Visit mu.samarth.edu.in
2. Click **New Registration**
3. Fill in the required details:
 - Select **Program**
 - Enter **Name** (as per your Registration Form)
 - Enter **Enrolment Number** (if not known, contact your college)
 - Complete **Captcha**
4. Click **Submit**
5. Verify the **OTP** sent to your registered email
6. Create a **New Password**

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(Dr. Pooja Raundale)
Director, Board of Examinations &
Evaluation

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All Principals of Affiliated Colleges, Directors of Recognized Institutions, Heads of University Departments, Autonomous Colleges/Institutions, Director of the Centre for Distance & Open Education (CDOE), and Coordinators/Directors of University Sub-Campuses (Thane, Kalyan, Ratnagiri)

Copy for information & necessary action:

All Deputy Registrars (Examination Section)

Personal Assistant – 1) Vice-Chancellor 2) Pro-Vice-Chancellor 3) Registrar

University of Mumbai



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Email - dboee@exam.mu.ac.in

No. DBOEE/Exam/ICC/2025-26/14

Date : 11th September, 2025

CIRCULAR

Subject: Student Course/Subject Selection Process on Samarth Portal for Affiliated Colleges & University Departments

All Principals of Affiliated Colleges Directors of Recognized Institutions, Heads of University Departments, and Coordinators/Directors of University Sub-Campuses are hereby informed to make student aware about following process and that students are required to complete the Course/Subject Selection process and Examination Form submission through the **Samarth Portal**.

The stepwise process is as follows:

Step 1: Login

- Go to mu.samarth.edu.in
- Log in using your credentials.

Step 2: Course Selection

1. Click on the **Course Selection** tab.
2. Go to your **respective program** and click on the **“CLICK HERE”** button.
3. Then click on **“CLICK HERE TO SELECT YOUR COURSE”**.
4. Select your **respective subjects** carefully.
5. Click on the **SUBMIT** button.
6. Then click on the green **“SUBMIT COURSE SELECTION”** button.

Step 3: Access the Exam Form

1. Click on the **MU** button (top-left corner of the screen).
2. Open the **drop-down menu**, go to the **Examination** tab.
3. Click on the **Registration** option.
4. Then click on the **“CLICK HERE FOR EXAMINATION FORM”** button.

Step 4: Disability Declaration

- In the **PwD (Person with Disability)** section:
 - If applicable, select the correct option.
 - If **not applicable**, choose “**Not Applicable**” from the dropdown.

Step 5: Final Submission

1. Click the **SUBMIT** button.
2. Review your exam form carefully.
3. Click on the green “**SUBMIT EXAM FORM**” button.

Step 6: Print and Submit

- **Take a printout** of the submitted exam form.
- **Submit it to your college** within the given deadline.

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(Dr. Pooja Raundale)
**Director, Board of Examinations &
Evaluation**

Copy to:

All Principals of Affiliated Colleges (**except Autonomous Colleges/Institutes**), Directors of Recognized Institutions, Heads of University Departments, and Coordinators/Directors of University Sub-Campuses (Thane, Kalyan, Ratnagiri)

Copy for information & necessary action:

All Deputy Registrars (Examination Section)

Personal Assistant – 1) Vice-Chancellor 2) Pro-Vice-Chancellor 3) Registrar

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No. DBOEE/Exam/ICC/2025-26/16

Date : 16th September, 2025

CIRCULAR

The Principals of all Engineering Affiliated Colleges and the Director, School of Applied Engineering, Kalyan Sub-Campus, are hereby informed that the Academic Council, in its meeting held on 18th August 2025, after due discussion and deliberation, has resolved as follows:

Individual Engineering Colleges affiliated with the University of Mumbai are authorized to set question papers and conduct examinations for **Open Elective (OE) courses**. These examinations shall be conducted strictly in accordance with the timetable prescribed by the University.

Colleges are required to submit only the final marks after the revaluation at college level of the OE examinations to the University.

All Engineering Colleges are directed to strictly adhere to the prescribed guidelines and ensure compliance with the University's academic standards and timetable while conducting the OE examinations.

(Dr. Pooja Raundale)
Director, Board of Examinations & Evaluation

Copy to:

Principals of all Engineering Affiliated Colleges & Director, School of Applied Engineering, Kalyan Sub campus

Copy for information & necessary action:

Deputy Registrars Result Unit, Examination Section

Deputy Registrar, AAMS, University of Mumbai.

PA to 1) Vice-Chancellor 2) Pro-Vice-Chancellor 3) Registrar

मुंबई विद्यापीठ



संचालक, परीक्षा व मूल्यमापन मंडळ,
छत्रपती शिवाजी महाराज भवन,
विद्यानगरी परिसर,
सांताक्रूझ (पूर्व) मुंबई - ४०००९८.
Email - dboee@exam.mu.ac.in

क्र.DBOEE/ICC/२०२५-२६/ 11

दिनांक : ११ ऑगस्ट, २०२५

परिपत्रक :

विद्यापीठाच्या विविध शैक्षणिक विभागांचे संचालक/प्रमुख, संलग्नीत/संचालित महाविद्यालयांचे प्राचार्य, मान्यताप्राप्त संस्थांचे संचालक, दूरस्थ व मुक्त अध्ययन केंद्र (CDOE) संस्थेचे प्राध्यापक व संचालक तसेच विद्यापीठाच्या रत्नागिरी, ठाणे व कल्याण परिक्षेत्राचे समन्वयक/संचालक यांना सूचित करण्यात येते की, विद्यापीठातर्फे आयोजित विविध पदवी व पदव्युत्तर पदवी शिक्षणक्रमांच्या सर्व परीक्षांच्या NEP गुणपत्रिका मुद्रित करण्यासाठी खालील निर्देशांचे पालन करण्यात यावे.

1. NEP गुणपत्रिकेचा कागदाचा आकार A4 असावा.
2. छपाईसाठी 105 GSM पर्चमेंट पेपर वापरण्यात यावा.
3. कागदाचा रंग पांढरा असावा.

वरील सर्व निर्देशांचे पालन करण्याची जबाबदारी संबंधित महाविद्यालय/संस्था यांची राहिल. सर्व संबंधितांनी हे निर्देश तात्काळ अमलात आणावेत.

पुजा राऊंदळे

(डॉ. पुजा राँदाळे)

संचालक,

परीक्षा व मूल्यमापन मंडळ

प्रत:

✓ संचालक, DICT

सर्व उपकुलसचिव (परीक्षा विभाग)