



IISERB

भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान भोपाल
Indian Institute of Science Education and Research Bhopal

शैक्षणिक कार्यालय / Office of Academic Affairs

IISERB/DOAA/2023/681

December 27, 2023

कार्यालय आदेश/ Office Order

Sub: Prescribed Time-limit for Grades Submission – reg.

Ref: Minutes of the 2023-5/77th Senate meeting dated December 18, 2023 (Item No. 18.7).

The Senate vide minutes of its 2023-5/77th meeting held on December 18, 2023, resolved that the final grades must be entered online and a signed hardcopy must be submitted to the Office of Academic Affairs by the respective course instructor within the prescribed time limit according to the number of students registered in the course, as given below:

Number of Students	Prescribed Time-limit
Upto 25	72 Hours
26 – 50	96 Hours
51 – 100	120 Hours
101 – 200	144 Hours
201 – 300	168 Hours
301 – 400	192 Hours
More than 400	216 Hours

Any violation of this time limit will attract appropriate disciplinary action by the Institute.

This is for information and necessary action for all concerned.

शैक्षणिक अधिष्ठाता / Dean, Academic Affairs

- प्रतिलिपि:
1. All Heads of Academic Departments via E-mail
 2. All Convener, DUGCs and DPGCs via E-mail
 3. All Faculty Members via E-mail
 3. Notice/Website.