



तमिलनाडु केन्द्रीय विश्वविद्यालय  
(संसद द्वारा पारित अधिनियम 2009 के अंतर्गत स्थापित)  
**CENTRAL UNIVERSITY OF TAMIL NADU**  
(Established by an Act of Parliament, 2009)  
नीलक्कु / Neelakudi,  
तिरुवारूर / Thiruvavur - 610 005

**EXAMINATIONS SECTION**

CUTN/Exam/Course Registration/2023/188

17<sup>th</sup> May, 2023

**CIRCULAR**

**Sub:** Uploading of Semester Marks in the SAMARTH PORTAL – Reg.

Ref: 1. Samarth Orientation programme dated 16.03.2023 & 27.03.2023.

2. Our notification no. CUTN-1(45)/COE Sec/2022-2023 dated 25.04.2023.

The following are the instructions regarding uploading of Semester Marks in the Samarth Portal: -

1. All regular faculty members are requested to upload the Semester Marks in the Samarth Portal through their respective login.
2. The Courses handled by the Guest Faculty members are mapped in the name of HOD.
3. All HOD's are requested to coordinate with the Guest Faculty members and upload the marks in the Samarth portal through their personal login.
4. Project / Dissertation / Field Work / Internship marks are needs to be upload by the concern HOD by coordinating with other faculty members in their Department.
5. The Theory paper marks are calculated based on (Internal Marks (40) + External Marks (60) = Total (100)).
6. The Practical paper marks are calculated for 100 Marks.
7. The Supplementary Examinations marks are needs to be provided in the template which was forwarded by Examinations Section.
8. The evaluated answer scripts alongwith the semester marks may be handed over to the section in a sealed cover, as soon as evaluation is completed.
9. The Project Reports / Dissertation of the final year students may be handed over to the Exams Section alongwith marks for onward forwarding to CUTN Library.

17 05 2023

**CONTROLLER OF EXAMINATIONS (I/c)**

**Copy to:**

1. All Dean of Schools
2. All Head of the Departments
3. All Faculty Members
4. System Analyst – With a request to upload the circular in the University Website

प्रो. एस. नागराजन / Prof. S. Nagarajan  
परीक्षा नियंत्रक / Controller of Examinations  
तमिलनाडु केन्द्रीय विश्वविद्यालय  
Central University of Tamil Nadu  
तिरुवारूर / Thiruvavur - 610 005