

Candidate for Exam Supervisor

As mentioned during the presentations for the online exam system, the exam process requires an Exam Supervisor (ES). This is very crucial task and requires a dynamic person to shoulder this responsibility. The main tasks for this role are as follows: -

1. Initiating the exam session: - The ES will have to be present at the Exam Centre before the scheduled commencement of exam. The ES will log in to the system and initiate the exam session. Only after this the students will be able to appear the exam online.
2. Terminating the Exam Session: - After the last batch of students complete their exam, the ES will terminate the exam session. The process of initiation and termination needs to be done every day for the exam.
3. Authenticating the technical problems (if any): - In spite of all preventive measures, if a technical failure is experienced at the exam centre. The ES will prepare a formal report describing the cause of failure.

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|--|---------------|---------------------|---------------|---------------------|
| Name: | Mr/Ms. | | | |
| Address: | | | | |
| Mobile No: | | | | |
| Email: | | | | |
| Qualification: | | | | |
| Associated Centre: | | | | |
| Duration of Association: | | | | |
| Preference of Area for visiting as Exam Supervisor * | Exam Location | Acceptance (Yes/No) | Exam Location | Acceptance (Yes/No) |
| | Mumbai | | Nashik | |
| | Thane | | Nanded | |
| | Kolhapur | | Nagpur | |
| | Satara | | Baramati | |
| | Sangli | | Raigad | |
| | Ahmednagar | | Ratnagiri | |
| | Aurangabad | | Beed | |
| | Akola | | Amravati | |

* University will try best to allocate centres as per your preference. Yet, it does not guarantee allotment only from the preference.

Candidates Signature