



**MANONMANIAM SUNDARANAR UNIVERSITY**  
மனோன்மனியம் சுந்தரனார் பல்கலைக்கழகம்  
**DIRECTORATE OF DISTANCE AND CONTINUING EDUCATION**

TIRUNELVELI - 627 012

Reaccredited with 'A' Grade (CGPA 3.13 Out of 4.0) by NAAC (3rd Cycle)



**Dr. BALASUBRAMANIYAN**  
Controller of Examinations

19.05.2025.

The Co-ordinators of Study Centres are instructed to accept assignments from the following categories of eligible candidates:

Eligible Candidates by Year of Admission

Year of Admission	Eligible Semester
Academic Year 2022	Sixth Semester
Calendar Year 2023	Fifth Semester
Academic Year 2023	Fourth Semester
Calendar Year 2024	Third Semester
Academic Year 2024	Second Semester
Calendar Year 2025	First Semester

• **Assignment Valuation & Internal Marks Entry :**

Assignments must be valued by a qualified examiner as per UGC norms.

Internal marks must be entered strictly in the online portal provided by the DD&CE. No other format (including Excel sheets) will be accepted for mark submission.

The maximum mark for internal assignment per course is 23.

**Assignment Submission Timeline**

**1. For Candidates (Students):**

**Last Date to Submit Handwritten Assignments to Study Centres: 11.06.2025**

Students must submit their handwritten assignments on or before 11<sup>th</sup> June 2025 to their respective Study Centres.

**2. For Co-ordinators of Study Centres: Last Date to Submit to the University: 16.06.2025**

**This includes:**

Entry of internal marks in the DD&CE online portal

Sending the following to the university:

Hard copies of handwritten assignments

Printed internal mark sheet, signed by the Examiner and countersigned by the Principal of the LSC

**Important Note:** If both the internal marks (via the online portal) and the hard copy of the assignments (along with the printed mark sheet) are not received by this office from DAC/LSC on or before **16.06.2025**, internal marks will be awarded as 'ZERO' without penalty. No further chance will be given.

*[Handwritten signature]*