



ਜਗਤ ਗੁਰੂ ਨਾਨਕ ਦੇਵ

ਪੰਜਾਬ ਸਟੇਟ ਓਪਨ ਯੂਨੀਵਰਸਿਟੀ, ਪਟਿਆਲਾ

(Established by Act No.19 of 2019 of Legislature of the State of Punjab)

Ref.No/ PSOU/ COE/..1399

Dated: 5/12/2024

ਪ੍ਰਿੰਸੀਪਲ ਸਾਹਿਬਾਨ,

ਸਮੂਹ ਪ੍ਰੀਖਿਆ ਕੇਂਦਰ

ਪੰਜਾਬ।

**ਵਿਸ਼ਾ:-** ਯੂਨੀਵਰਸਿਟੀ ਪ੍ਰੀਖਿਆਵਾਂ (ਦਸੰਬਰ 2024/ ਜਨਵਰੀ 2025) ਦੀ ਡਿਊਟੀਆਂ ਦੇ ਮਾਣਭੱਤੇ ਦੇਣ ਸੰਬੰਧੀ।

ਹਵਾਲਾ ਯੂਨੀਵਰਸਿਟੀ ਦੇ ਨੋਟੀਫਿਕੇਸ਼ਨ Ref.No./PSOU/Reg./3622 ਮਿਤੀ 07-06-2024 ਅਤੇ ਦਫਤਰੀ ਪੱਤਰ ਨੰ. Psou/coe/552 ਮਿਤੀ 11.08.2023 ਸੰਬੰਧੀ।

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਦੇ ਸੰਬੰਧ ਵਿੱਚ ਹਵਾਲਾ ਅਧੀਨ ਪੱਤਰਾਂ ਰਾਹੀਂ ਯੂਨੀਵਰਸਿਟੀ ਪ੍ਰੀਖਿਆਵਾਂ ਦੀਆਂ ਡਿਊਟੀਆਂ ਦੇ ਮਾਣਭੱਤੇ ਦੇਣ ਸੰਬੰਧੀ ਨੋਟੀਫਿਕੇਸ਼ਨ ਜਾਰੀ ਕੀਤੇ ਗਏ ਹਨ। ਇਸ ਲਈ ਯੂਨੀਵਰਸਿਟੀ ਪ੍ਰੀਖਿਆਵਾਂ (ਦਸੰਬਰ 2024/ ਜਨਵਰੀ 2025) ਦੇਰਾਨ ਉਪਰੋਕਤ ਪੱਤਰਾਂ ਮੁਤਾਬਕ ਹੀ ਪ੍ਰੀਖਿਆ ਕੇਂਦਰਾਂ ਨੂੰ ਪ੍ਰੀਖਿਆਵਾਂ ਸੰਬੰਧੀ ਮਾਣਭੱਤੇ ਦਿੱਤੇ ਜਾਣਗੇ।

ਨੱਥੀ:

- 1) ਨੋਟੀਫਿਕੇਸ਼ਨ Ref.No./PSOU/Reg./3622 ਮਿਤੀ 07-06-2024
- 2) ਦਫਤਰੀ ਪੱਤਰ ਨੰ. Psou/coe/552 ਮਿਤੀ 11.08.2023

ਕੰਟਰੋਲਰ ਪ੍ਰੀਖਿਆਵਾਂ

Controller of Examinations  
Jagat Guru Nanak Dev  
Punjab State Open University  
Patiala

ਉਤਾਰਾ:

- 1) ਡੀਨ ਅਕਾਦਮਿਕ ਮਾਮਲੇ
- 2) ਰਜਿਸਟਰਾਰ
- 3) ਡਾਇਰੈਕਟਰ (LSCs)
- 4) ਪੀ.ਏ ਟੂ ਵਾਈਸ ਚਾਂਸਲਰ-ਮਾਣਯੋਗ ਵਾਈਸ ਚਾਂਸਲਰ ਸਾਹਿਬ ਦੀ ਜਾਣਕਾਰੀ ਹਿੱਤ।
- 5) ਸਮੂਹ ਯੂਨੀਵਰਸਿਟੀ ਫੈਕਲਟੀ
- 6) ਸ੍ਰੀ ਵਿਸ਼ਾਲ ਕੁਮਾਰ (DEO) - ਸਬੰਧਤ ਨੂੰ ਈ.ਮੇਲ ਅਤੇ website ਤੇ ਅਪਲੋਡ ਕਰਨ ਸਬੰਧੀ।

28-C, Lower Mall, Patiala-147001

Website: [www.psou.ac.in](http://www.psou.ac.in)

Exam Branch (Helpline): 0175-5082367 (Landline), 95307-41524 (Mobile), Email: coepsou@psou.ac.in





**JAGAT GURU NANAK DEV  
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(Established by Act No. 19 of 2019 of Legislature of the state of Punjab)

Ref.No./PSOU/Reg/.3622

Date 07/06/24

**Notification**

The following amendments to Fee Sharing Model-1 are hereby notified via Ref.No./LSC/PSOU/00527(A) dated April 22, 2024, approved by the Hon'ble Vice-Chancellor on May 6, 2024, and documented under file movement number 0117/VC/Mov dated May 7, 2024.

The details of the amendments are as follows:

Previous (mentioned but not implemented)	Amendment
LSC will appoint own staff to conduct end term university examinations (Centre Superintendent, Invigilator, Centre Clerk, etc.). The university will not pay any remuneration to such staff members.  University will pay @Rs.25 per candidate to LSC for stationary.	LSC will appoint own staff to conduct end term university examinations (Centre Superintendent, Invigilator, Centre Clerk etc.). The university will pay remuneration to such staff members according to the following mentioned remuneration conditions:

**Remuneration Conditions**

Conditions	Number of Students	Remuneration
<b>Condition 1</b>	Students of LSC < 50	The university will not pay any remuneration to examination staff members if number of students enrolled in an LSC are < 50 for which examination will be conducted.  In this case, University will only pay @Rs.25 per student to the LSC for stationary.
<b>Condition 2</b>	Students of LSC >=50	Remuneration will be paid as mentioned in <b>Annexure A</b>
<b>Condition 3</b>	Students number of LSC <50, but it conducting exams of University Students and/or other LSCs	The University will pay remuneration to examination staff members where to the number of students over and above than LSC students (university students and

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2.6.24

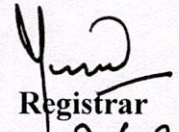




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	students. In this case total number of students in examination Centre < 50	students of other LSCs) @ Rs. 100/ per student + Rs. 25/- per student for stationary and for their own students', university will pay only @Rs.25 per student for stationary.
<b>Condition 4</b>	Students of LSC <50, but conducting exams of University Students and/or other LSCs students. In this case total number of students in Examination Centre $\geq$ 50	Remuneration will be paid as mentioned in <b>Annexure A</b>

  
Registrar  
2.6.24

Copy to:

1. Dean, Academic Affairs
2. Director, LSC (For circulation)
3. AR (Accounts)
4. PA to Hon'ble Vice-Chancellor





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## Annexure-A

S. No.	Name of Duty	No. per Centre	Remuneration Rate	Comments
1	Chief Coordinator	01	Rs. 5,000/-	Head of the Host Institute (where LSC has been Established/Principal of college) per Centre
2	Coordinator	01	Rs. 4,000/-	Coordinator of LSC Per Centre
3	Centre Superintendent	01	Rs. 250/-	Per Session
4	Invigilator	As per requirement	Rs. 190/-	Per Session  (One Invigilator for 50 Learners/Students appearing in the examination)
5	Centre Clerk	01	Rs. 150/-	Per Session
6	Chowkidar/Security	01	Rs. 50/-	Per Day of Examination  (Maximum Rs.2000/- per Centre)
7	Service Staff: Daftri	01	Rs.50/-	Per Session
8	Service Staff: Waterman	01	Rs.50/-	Per Session
9	Service Staff: Sweeper	01	Rs.50/-	Per Session
10	Refreshment to supervisory Staff		Rs.15/-	Per session per person
11	Stationary & other miscellaneous expenditures			Rs. 600/- per examination Centre up to 100 students  Rs. 1000/- per examination Centre where students no. is 101-150  Rs. 1500/- per examination Centre from 151-200 students  Rs. 2000/- per

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2-6-24





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				examination Centre from 201-400 students  In Case, exam Centre having more than 400 students, Rs. 2000 per Examination Centre + additional Rs. 10/- per student will also be given.
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**Note:**

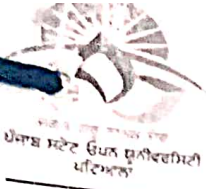
- In case number of students appearing in an examination is only upto 30, no Invigilator will be appointed. The Centre Superintendent will conduct the examination himself/ herself.

**Conditions for an LSC to made an Examination Centre:**

- In case a LSC is to be made an Examination Centre, the strength of the students appearing must be greater than or should be equal to 30 students (LSC Students + University Students + Other LSC Students). If the above-mentioned student's strength is less than 30, but there is no examination Centre within a radius of 20km, then that particular LSC will act as an Examination Centre.

*Yam*  
2.6.21





ਜਗਤ ਗੁਰੂ ਨਾਨਕ ਦੇਵ  
ਪੰਜਾਬ ਸਟੇਟ ਓਪਨ ਯੂਨੀਵਰਸਿਟੀ, ਪਟਿਆਲਾ  
(Established by Act No.19 of 2019 of Legislature of the State of Punjab)

Ref.No/ PSOU/ COE/..552

Dated: 11.1.23/2023

ਸਮੂਹ ਪ੍ਰੀਖਿਆ ਕੇਂਦਰ (ਕਾਲਜ)/ਯੂਨੀਵਰਸਿਟੀ ਸਕੂਲ  
ਪੰਜਾਬ।

ਵਿਸ਼ਾ:- ਪ੍ਰੈਕਟੀਕਲ ਪ੍ਰੀਖਿਆਵਾਂ ਦੇ ਮਾਣਭੱਤੇ ਸਬੰਧੀ।

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਦੇ ਸਬੰਧ ਵਿੱਚ ਯੂਨੀਵਰਸਿਟੀ ਦੇ ਪੱਤਰ ਨੰਬਰ PSOU/Reg./2165 ਮਿਤੀ 25.07.2022 ਵਿੱਚ ਦਰਸਾਏ point no 7 (Evaluation of Thesis/Dissertation/ Project Report/Viva-Voce) ਦੀ ਲਗਾਤਾਰਤਾ ਵਿੱਚ ਸੂਚਿਤ ਕੀਤਾ ਜਾਂਦਾ ਹੈ ਕਿ ਅਗਸਤ 2023 ਅਤੇ ਅਗਲੇਰੀ ਪ੍ਰੈਕਟੀਕਲ ਪ੍ਰੀਖਿਆਵਾਂ ਵਿੱਚ Seminar/Project/Project Report/Project Work/Minor Project/ Viva- Voce ਲਈ ਯੂਨੀਵਰਸਿਟੀ ਨਿਯਮਾਂ ਮੁਤਾਬਕ ਹੇਠ ਲਿਖੇ ਅਨੁਸਾਰ ਸਿਰਫ External Examiner (Practical) ਨੂੰ ਮਾਣਭੱਤਾ ਦਿੱਤਾ ਜਾਵੇਗਾ:

Sr. No.	Examination	Remuneration Rate
1	All Graduate Level Programmes examinations (Certificate / Diploma/ Degree) (Including B.Com (Digital), B.A. (Liberal Arts), B.Sc. (Data Science)	Rs. 15/- Per Candidate (Minimum Rs. 200/-)
2	All Post Graduate Level Programmes Examinations (Certificate / Diploma/ Degree) (Including MA/M.Com/M.Sc.)	Rs. 15/- Per Candidate (Minimum Rs. 200/-)

  
11/8/23

ਕੰਟਰੋਲਰ ਪ੍ਰੀਖਿਆਵਾਂ

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Patiala

ਕਾਪੀ (ਕਾਰਵਾਈ ਹਿੱਤ):-

- 1) DEO (V) - ਸਬੰਧਤ ਨੂੰ ਈ-ਮੇਲ ਅਤੇ whatsapp ਕਰਨ ਸਬੰਧੀ।

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